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ABSTRACT

This report details the development and implementation of an employer follow-up system, by Amarillo College (AC) as a subcontractor for Project FOLLOW-UP, designed to determine employer assessment of the effectiveness of training received by AC graduates in their employ. The study was conducted in two sequences; in each, employer names and addresses were obtained through graduate follow-up surveys. In the first sequence, an interview instrument was designed and personal interviews were conducted with employers of 1974 graduates. In the second sequence, questionnaires were mailed to employers of 1975 graduates. The initial mailing, a reminder letter three weeks later, and a second questionnaire mailing the following week resulted in a 91% employer response rate. Findings and conclusions of the study indicate that employer follow-up can be a valuable tool for developing an accountability model and may provide necessary reporting documentation data. Employer follow-up studies should utilize mail-out questionnaires designed for computer analysis, rather than the costly and time-consuming personal interview technique. Appended are numerous computer-generated data analyses, the graduate and employer survey instruments used in the study, and related study materials. (JDS)

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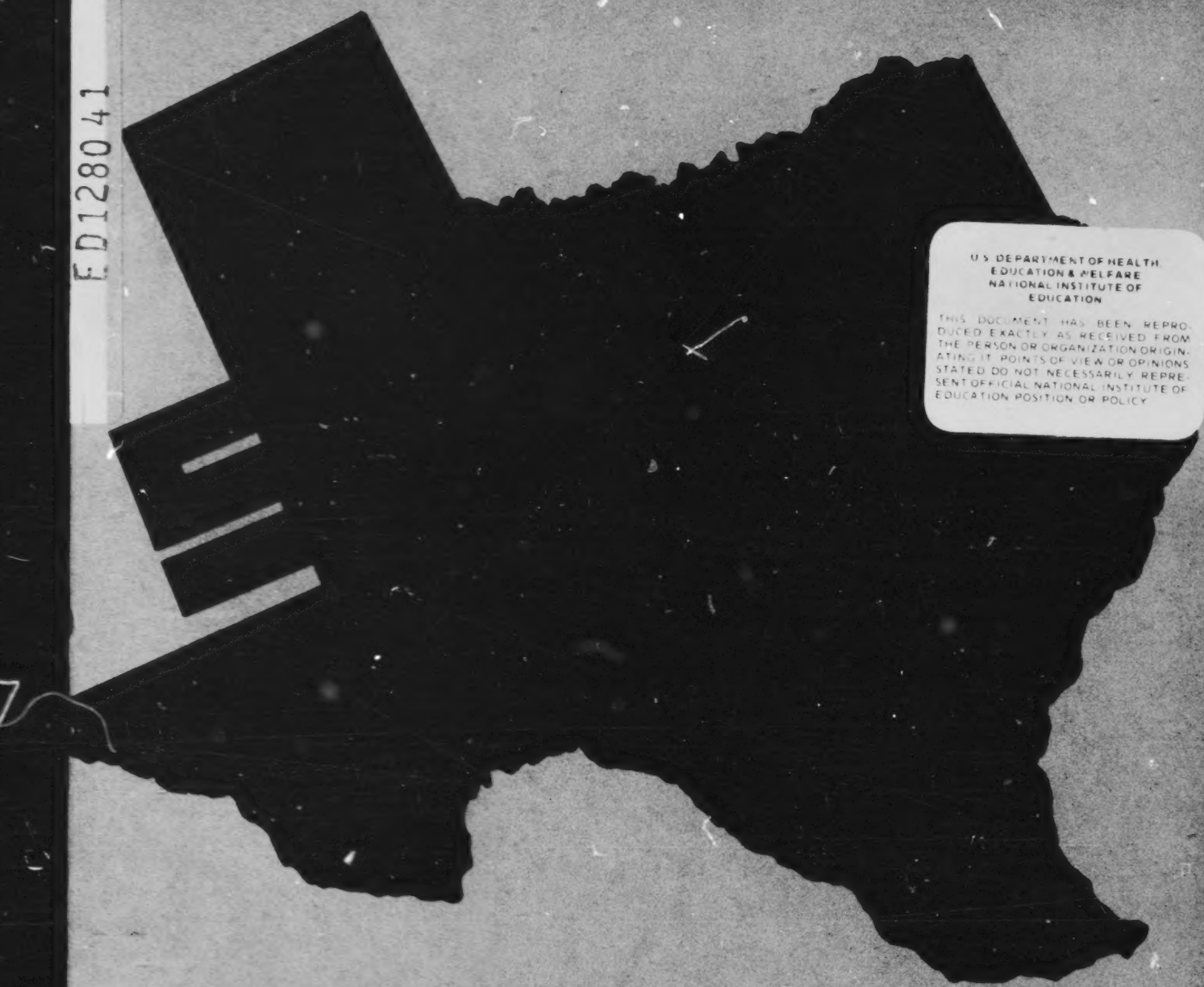

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# SC2
# Employer Follow-up
# By Amarillo College

JC 760 478

PROJECT FOLLOW-UP

MANAGEMENT INFORMATION SYSTEM

2

# GRADUATE EMPLOYER FOLLOW UP

By

Amarillo College
2200 Washington, P.O. Box 447, Amarillo, Texas 79178

Prepared
by
Larry K. Patterson
Director Financial Aids & Placement

This subcontract was supported by funds from the Division of Occupational Research and Development, Department of Occupational and Technical Education, Texas Education Agency.

August 1976

## PREFACE

This subcontracted activity is one of seven individual subcontracts issued by Tarrant County Junior College, Project FOLLOW-UP, to Texas public community/junior colleges as part of a coordinated effort to design a student follow-management information system. A listing of the seven subcontractors and proposed activities follows:

| | |
|---|---|
| Alvin Junior College<br>Alvin, Texas | Orientation and Exit Interviews.<br>Drop-outs and Non-returnees |
| Amarillo College<br>Amarillo, Texas | Employer Follow-Up (Graduates) |
| College of the Mainland<br>Texas City, Texas | Representative Sampling |
| Del Mar College<br>Corpus Christi, Texas | Follow-Up Instrumentation and Methodology;<br>Academic and Voc-Tech Graduate Follow-Up;<br>Manual vs. Machine Processing. |
| San Antonio Junior College<br>San Antonio, Texas | Academic and Voc-Tech Graduate Follow-Up;<br>Orientation and Conditioning; Student Data Base; Follow-up Instrumentation and Methodology. |
| Western Texas College<br>Snyder, Texas | Student Data Base (Student Flow and Follow-up);<br>Manual vs. Machine Processing. |
| Navarro College<br>Corsicana, Texas | Follow-up Cost Manhour Study. |

This document represents activities conducted during a two-sequence subcontractor Project phase. The period covered is approximately six months with a first sequence termination date of June 30, 1975. The second sequence covered a period from July 1, 1975, through June 30, 1976, after which this final report has been documented and interfaced with the total student follow-up management information system.

## PROJECT FOLLOW-UP

### HISTORY

As a result of recommendations by the Advisory Council for Technical-Vocational Education in Texas to the State Board of Education, a legislative mandate stated that funds "shall be expended for the purpose of developing data directly relating to programs conducted by public junior colleges and shall be the purpose of developing systems for use by the junior colleges."

The Texas Education Agency initiated procedures to design the system. After consultation with an advisory committee of community college educators, TEA requested proposals from Texas colleges and universities to contract for the design of the system. Proposals were received from several institutions and, after review and evaluation by the Advisory Committee and the TEA, Tarrant County Junior College was selected as the prime contractor. As a result, Project FOLLOW-UP became operational on May 15, 1974.

### PURPOSE AND OBJECTIVES

The specific purpose of Project FOLLOW-UP is to develop, test and validate a management information system for the follow-up of students who enter Texas public community and junior colleges. The system will be designed for use by machine or manual processing, and therefore suitable for both large and small public two-year colleges.

Included in the system development are procedures to assure interface with present state reporting systems and utilization of presently operating Texas community college follow-up systems. Sub-systems for students seeking degrees, certificates, skill acquisition, skill upgrading, etc., in both credit and non-credit areas, also will be developed. Flexibility will be maintained so that Texas community colleges can institute the system by adapting it to unique needs of that institution. Community colleges will share in the overall development of the system on a select subcontractor basis, and will be kept abreast of Project FOLLOW-UP's activities through institutional representatives.

This system of follow-up management information should provide means for the identification of the diverse goals of students in two-year colleges, as well as information regarding individual goal achievement. The system should also provide methods for each institution to obtain consistent student follow-up information for use in local planning and evaluation.

PHASE DEVELOPMENT

Project FOLLOW-UP activities consist of six definable phases--each with its own set of specified objectives and planned out-comes. A listing of these phases, with an expected project termination date of August 31, 1976, follows:

Developmental Phase

Design Phase

Sub-System Test Phase

System Integration Phase

Evaluation and Report Phase

Recommendations and Future Funding Phase

Full participation from each Texas public community and junior college is expected to result in a coordinated, statewide effort to achieve optimum results of each phase and accomplish the goals of the overall project.

Title of Project: Graduate Employer Follow-Up

Subcontractor Institution: Amarillo College

Project Director: Larry K. Patterson

Project Duration: First Sequence - January 1, 1975 - June 30, 1975
Second Sequence - July 1, 1975 - June 30, 1976

Period Covered by this Report: January, 1975 - June 30, 1976

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## Why an Employer Follow-Up?

The success of an educational institution can best be measured by the success of its students. The institution's greatest commodity is its graduates; therefore, we must maintain a high level of demand for them by designing the most unique and competent curriculum possible. As a result, the graduates of such programs will be qualified, sensitive, and productive employees.

To develop effective curricula, input must come from the faculty, administration, and advisory committee combined with graduate and employer evaluation of the institution's major areas of training.

The Employer Follow-Up has the potential capacity for determining justification of increased expenditures, progressive program development, and accountability in any given major area of study. The Employer Follow-Up is capable of satisfying many areas of interest:

1. Evaluate personal and technical skills of graduates.
2. Assess the competence level of a course or program.
3. Determine present and future supply and demand for graduates of a particular course of study.
4. Determine how specific program graduates compare with employees without such training.
5. Determine the primary sources of the initial hiring of graduates.
6. Elicit employer recommendations for new areas of training to be developed.
7. Elicit employer recommendations for improving skills of program graduates.
8. Develop employer contacts and assist the public relations effort of the educational institution.

Employer Follow-Up possesses the potential capability of becoming a tremendous asset to the overall educational process.

## Statement of Activities

First and second sequence activities are reported in chronological order to develop sequential rationale for implementation.

The first activity was a meeting with the institutional administration and persons involved in the Delphi Study[1] to determine the institutional attitude toward this type of research and the potential use of such research data in curriculum design, and to discuss initial implementation phases for gathering data. A very positive and aggressive attitude was exhibited at this meeting in support of Employer Follow-Up activities and the ramifications of this valuable data. In addition to soliciting support from institutional personnel it may be extremely beneficial to inform the local Chamber of Commerce regarding Employer Follow-Up activities and request its support. It was decided that a personal interview would be the best method of gathering employer data; therefore, a person was hired to conduct interviews with the employers and the first sequence survey population was identified as 1974 Biomedical, Technical, Vocational respondents who indicated on the 1974 Graduate Follow-Up Questionnaire employment in the field for which they were trained or a closely related field.

Because of Federal-State Laws regarding confidentiality and maintenance of records, contacts (personal and telephone) with several (9) local employers (business, government, public) were made to anticipate possible objections to providing research data regarding the performance level of graduates. Not only were there no objections, but without exception, the employers thought it was an excellent opportunity to provide relevant information for performance evaluation. (See Appendix A). It was clearly explained to the employer that this was not an evaluation of employees per se, but a technique to validate college curriculum based on the performance level of graduates.

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[1]Delphi Study: research technique to obtain consensus without bringing individuals together in a meeting. This is achieved by having a panel of experts complete a series of questionnaires interspersed with controlled feedback.

A meeting with the Registrar was conducted to formulate plans to provide an updated list of graduates and their addresses by major department. This comprised the mailing list for Graduate Follow-Up from which the responses would provide a list of employers and their current addresses. Questionnaire forms were then researched to develop the most appropriate instrument for gathering data from employers to satisfy the performance evaluation. A cover letter to be signed by the president of the college was designed to describe the Follow-Up activity and to introduce the interviewer responsible for gathering data.

Upon completion of the first sequence activity, a detailed analysis of Employer Follow-Up results was given to each dean, the president and director of development for review and response. This proved to be very beneficial and supportive of Employer Follow-Up which provoked a committment to utilize this type of analysis for future program development. As a result, many faculty and department heads have requested the Employer Follow-Up analysis to assist in program planning, development, and evaluation.

For the second sequence Employer Follow-Up it was decided to utilize a computerized mail-out questionnaire and cover letter (vice president's signature) to utilize computer capabilities, reduce costs and manpower committments to simplify information analysis. The second sequence data analysis report has been prepared and presented to each appropriate dean, president, and vice president for a review and an evaluation response. Future Follow-Up activities are presently being discussed and tenative plans are being made to increase all Follow-Up activities for the 1976 - 1977 academic year.

## Procedures

After determining the purpose and desired outcomes of Employer Follow-Up, a meeting was held with the administration and faculty to help develop definite guidelines, develop instruments, and discuss the ultimate utilization of data analysis. Then a definite plan for organized activities was developed in written form, and a timetable of the plan of action communicated.

Employer identification must be established as soon as possible, and the Graduate Follow-Up Questionnaire and cover letter mailed to each graduate early

in January served as a very appropriate vehicle. (See Appendix B). The Graduate Follow-Up Questionnaire (Section C #2) requests those employed in the field for which they were trained, or a closely related field, to list their present employer, address and the graduate's job title. From these responses an employer mailing list was established and catagorized by school (Biomedical, Technical, Vocational) and the major course completed. (See Appendix C). This same mailing list was then broken down by major course of study to identify the employer (complete address) and job title of graduate to be compiled in a notebook for future career counseling and future placement of graduates. (See Appendix D). Using the employer mailing list, envelopes were addressed to each employer identified and the student's name, social security number and employer (complete address) was typed on the front side of the questionnaire. The cover letter, a self-addressed postage-paid envelope and the Employer Follow-Up Questionnaire were enclosed and mailed out. Each envelope was mailed first class, address correction requested to enhance the probability of the questionnaire reaching the proper destination. The first mail-out was made March 29, 1976 and a reminder letter followed two weeks later on April 14, 1976. The second wave of mail-out questionnaires was mailed April 21, 1976. This time schedule proved to be more than satisfactory, although many alternatives or combinations may be implemented according to institutional and local demands.

Each questionnaire response received was dated and catagorized by major area of study to determine the effectiveness of each questionnaire mail-out and the reminder letter. Prior to the second questionnaire mail-out, a telephone contact was made with employers that had received several questionnaires regarding graduate employees. As each questionnaire was received, the upper right hand "For College Use Only" area was completed (coded) by using Texas Education Agency reports submitted by the Registrar's Office. (See Appendix E). A cut-off date was established at approximately two weeks after the second wave of questionnaires was mailed; responses received prior to this cut-off date were mailed to Tarrant County Junior College to be keypunched and the data analyzed.

Upon receipt of the data analysis from Tarrant County Junior College a copy of each report was distributed to the deans, the president and vice president for their information and evaluation. In addition, the report will be presented to the faculty, administration, and other appropriate groups for their information and evaluation. Several letters have been enclosed to reflect responses to the Employer Study and data analysis. As a last procedure, a thank-you letter was mailed to each participating employer to express our appreciation for his support and to extend an invitation to our campus for review of the reported data analysis. (See Appendix F).

## Instrumentation

First Sequence:

Considerable research was conducted relative to developing an instrument to be used in conducting the survey. This particular instrument did not need to be totally self-explanatory because it was intended to be completed in the presence of an interviewer; however, under certain circumstances, the form would be mailed out to the employer. Several instruments currently being used by other state agencies, institutions and at other levels were adapted to fit the needs of Project Follow-Up. After consultation with deans of each appropriate school, the Employer Follow-Up Questionnaire and cover letter were approved and duplicated for immediate use. (See Appendix G). This questionnaire was designed primarily for manual reporting of data, but could easily be key punched and a computer analysis prepared.

Prior to developing an instrument for gathering employer data, it was necessary to establish the desired outcomes of the Employer Follow-Up study. Of primary interest was evaluating the graduates personal and technical skills by the immediate supervisor and/or employer. Another important question to be answered was, "In comparison with other employees in the work group, what is the graduate job performance level?" Also, information regarding the relationship of job level promotion and

education accomplishment was queried. An open ended section was included to obtain employer suggestions for new programs and ways in which to improve skill and personal development. With these primary objectives in mind, a cover letter was designed (signed by the president of the college) to introduce and describe the usage of this Follow-Up survey in case employers were not able to be contacted personally.

Second Sequence:

The decision to conduct a mail-out survey necessitated a revision of the First Sequence Employer Follow-Up Questionnaire. Therefore, an instrument was designed to be accompanied by a cover letter inside a regular or window envelope. (See Appendix H.) The envelope alternative (window envelope) provides economy of mail-out and clerical time. The front page of this questionnaire identifies the student and his course of study, the employer (address), and the college conducting the study. An area "For College Use Only" was developed to collect demographic data which would interface with State and Federal reporting documents. The questionnaire items are basically the same as the First Sequence questionnaire, except the responses will deliver more explicit results. This instrument was designed primarily for computer processing and data analysis, but it could be processed manually. This same questionnaire may be adapted to accompany a descriptive letter on the front side (replacing the "For College Use Only" Section) to eliminate the need for a cover letter. This questionnaire has served our purpose exceptionally well, but is susceptible to refinement and may be adapted to suit the individual needs of the institution and/or community.

One of the most important factors in the success of this study is the lengthy detailed cover letter that was developed to describe the questionnaire, the need for such data, and other pertinent information relating to the completion of the questionnaire.

The signature of the president or vice president has been used on most Employer and Graduate Follow-Up correspondence, because this procedure seemingly gives credibility to the request for information and communicated a sense of importance.

## Information and Data Analysis

In 1975, Amarillo College graduated 544 students with certificates or degrees from the School of Arts and Sciences (transfer), 95 (17%); School of Biomedical Arts and Sciences, 196 (36%); School of Technology, 152 (28%); and the School of Vocational Arts, 101 (19%). After establishing this survey population, 544 Graduate Follow-Up Questionnaires were mailed January 9, 1976, which netted 64% (215) of the total response. As a follow-up, a telephone reminder campaign was conducted, February 2, 1976, which netted a 6% (19) response. A second wave of questionnaires was mailed on February 20, 1976, which netted a 30% (100) response for a total of 61% response rate for Graduate Follow-Up 1975. The results of the Graduate Follow-Up study are very positive and when combined with Employer Follow-Up data analysis indicate the degree of success of each major course of study.

In 1975, a total of 449 Biomedical-Technical-Vocational graduates were mailed Graduate Follow-Up Questionnaires which netted a 57% (256) response rate; of the responses 77% (196) listed his/her employer, address and job title. This identified the target population for the Employer Follow-Up (196 graduates) which netted 178 responses for an enthusiastic 91% response rate from employers. Each major area of study has been charted and the appropriate response percentage has been listed. (See Appendix I). The response rates range from a low of 33% in Child Care Assistant to a high of 100% representing 13 different major areas of study. In the final analysis Employer Follow-Up responses were received for 40% (compared to a 38% response rate for 1974 graduates via personal interview) of the total 449 Biomedical-Technical-Vocational graduates in 1975. The mail-out response rates of the Employer Follow-Up are as follows:

| | Number Mailed | Number Returned |
|---|---|---|
| First Letter & Questionnaire 3/29/76 | 196 | 82 (46%) |
| Reminder Letter 4/14/76 | 60 | 44 (25%) |
| Second Letter & Questionnaire 4/21/76 | 53 | 52 (29%) |

A report format was designed to provide specific information on each major area of study, composite information for each school and an all-schools composite. The following is a break down of catagorical sections included in the report:

A. Biomedical School--(12 major areas of study reported individually).

B. Technical School--(12 major areas of study reported individually). (See Appendix J).

C. Vocational School--(5 major areas of study reported individually).

D. Composite--All Occupational Technical majors.

E. Composite all majors combined. (See Appendix K).

F. Associate in Applied Science Degree.

G. Certificate programs.

H. Sex (male-female) breakdown.

I. Ethnic breakdown.

Special runs have been provided for the comparison of each school's data.

A. Biomedical School (composite). (See Appendix L).

B. Technical School (composite). (See Appendix M).

C. Vocational School (composite). (See Appendix N).

Some sections of the questionnaire requested a narrative response and the responses have been typewritten in chronological order. (See Appendix O).

Some of the more important data revealed by the final report analysis is as follows:

A. 83.8% of the graduates accurately listed their job titles on the Graduate Follow-Up Questionnaire.

B. Supervisors of the employed graduates completed 50.5% of the Employer Questionnaires; 37.0% were completed by the employer.

C. The Personal Skill areas (10) were rated a 4.2 average composite. (5.0 Very Good; 4.0 Good)

D. The Technical Skill areas (11) were rated a 4.1 average composite. (5.0 Very Good; 4.0 Good)

E. The overall rating of the training received was 4.1. (5.0 Very Good; 4.0 Good). 84.9% responded good or very good.

F. The job outlook for the two-year college graduates were rated 4.2 present; and 4.3 future (5.0 Very Good; 4.0 Good). 91% indicated the future job outlook was good or very good.

G. 69.5% of the responses indicated the graduate's preparation made him/her better prepared for the job compared to employees without such training.

H. 75.8% of the responses indicated that the graduate's college training added much or very much to his/her ability for job placement and advancement.

I. The primary source for initial hiring of graduates is the applicant's own initiative to apply for a job. (60.4%)

J. 89.9% of the employees were Caucasian/white and 10.1% were minority.

K. 59.6% of the employees were male and 39.9% female (0.6% undefined).

This example of Employer Follow-Up data when combined with the Graduate Follow-Up data, (See Appendix P) may effectively produce the viable tool for accountability that career training programs must have to be competitive and to meet the needs of employers.

## Problem Areas

First Sequence problem areas resulted from the procedure of gathering data. The personal interview was extremely time consuming, expensive and it did not significantly increase the amount of data collected. Experience with the personal interview and questionnaire has established a skepticism for such a method of conducting follow-up surveys.

Close attention must be paid to the development of the initial graduate mailing list to confirm anticipated completions that may not have been consumated. Timely communication with the Registrar's Office and an updated completion list will eliminate unjustified mail-outs to assumed graduates.

Something which might jeopardize a high response rate and validity is the capability of getting the Employer Questionnaire in the proper hands for completion. The employees immediate supervisor appears to be the best qualified person to complete the questionnaire and this point is clearly indicated by the cover letter. An associated problem might be "whom to address the letter to"; this can usually be solved best by addressing the emvelope to "Personnel Department--Management" and with the aid of the cover letter the questionnaire seems to filter to the appropriate person.

One concern of many is the total use of this type of data for evaluation purposes only. To reiterate, the primary intent of the Employer Follow-Up is not to evaluate people but to develop a better understanding of the needs of employers of our graduates and to develop curricula sensitive to their needs.

Should the graduate be contacted to request permission to survey his/her employer? Some authorities feel a moral obligation to get employee permission to contact his/her employer for completion of a job performance evaluation. In most studies when this permission has been requested the response rate has been significantly jeopardized to the extent that the minimum levels of reliability and validity are difficult to establish.

This study experienced only one employer who refused to complete the questionnaire because of the Truth in Lending Law and other legal implications. The "Family Educational Rights and Privacy Act of 1974" appears to be the only restraining legal implication, if there is anything at all which may compel a researcher to first get permission from the employee to contact his/her employer. This law intends to preserve the right to privacy of parents and students namely by prohibiting the personal identification of such students or their parents after the data so obtained has been collected; therefore, the effect of the law is apparently negligible.

The following informative sections are provided from "Protection of the Rights and Privacy of Parents and Students Section 438.

"(3) Nothing contained in this section shall preclude authorized representatives of (A) the Comptroller General of the United States, (B) the Secretary, (C) an administrative head of an education agency of (D) State educational authorities from having access to student or other records which may be necessary in connection with the audit and evaluation of Federally-supported education program, or in connection with the audit and evaluation of the Federal legal requirements which relate to such programs: Provided, that except when collection of personally identifiable data is specifically authorized by Federal law; any data collected by such officials with respect to individual students shall not include information (including social

security numbers) which would permit the personal identification of such students or their parents after the data so obtained has been collected.

"(F) organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction, if such studies are conducted in such a manner as will not permit the personal identification of students and their parents by persons other than representatives of such organizations and such information will be destroyed when no longer needed for the purpose for which it is conducted:

After consultation with State Agency Officials, other persons conducting such follow-ups and people in the field of Placement and Follow-Up, the consensus appears to be that this type of Employer Follow-Up is justified, meaningful and does not violate the rights of any citizens.

Other Pertinent Information

The person responsible for the placement of graduates appears to be a likely choice to supervise and/or conduct Employer Follow-Up activities because of established employer contacts and related expertise. The individual responsible must have administrative assistance, data processing capabilities at hand, and adequate clerical support to develop a program deserving financial support. This type of team approach should be the most efficient and useful approach for carrying through the mechanics of the Follow-Up and utilizing the results. The director of the Follow-Up activities must assume the leadership role in developing interaction with the instructional staff, guidance personnel and local agencies to assure a wide variety of input into the system design and direction for implementation of resulting data.

An important fact to transmit to each employer is that all reports will be presented as a statistical data analysis. Each employer and graduate will retain anonymity of data reported and the Employer Follow-Up is being conducted for one purpose, to evaluate job performance not the graduate per se.

No Follow-Up of non-respondents (employers) was conducted because of the significantly high response rate percentage.

## Conclusions and Recommendations

**Recommendations:**

The Employer Follow-Up final report appears to be a very valuable tool for developing an accountability model for individual major departments and school divisions. In addition, some other important areas for which Employer Follow-Up data may provide significant documentation are: A. State and Federal reports; B. Educational Association accreditation evaluations; C. Grant proposals (Federal, State, Private); D. Public relations improvement (newspaper). E. Increases enrollment (Impressive employment data).

Employer Follow-Up data could be used to develop student, faculty and institutional pride as a result of positive information provided by employers of graduates. The information could produce a catalytic effect on increased enrollment. Department chairpersons and faculty could use this data to develop and to establish curricula to better meet the needs of students and employers. Advisory committees may evaluate the success of graduate job performance levels in an attempt to update curriculum deficiencies and provide future direction for development.

**Conclusions:**

This study has utilized the personal interview and the mail-out questionnaire as a data gathering device and it is our recommendation to implement the mail-out questionnaire designed for computer analysis. The personal interview has proven very costly, time consuming and has not given the significant personal dimension initially anticipated. Most employers (supervisors) find it inconvenient to arrange a 15-20 minute personal interview to provide the necessary data; on the other hand, most will take time to complete a short questionnaire and return it by mail.

## Future Plans

Graduate Follow-Up (1 & 3 Year), Employer Follow-Up, Student Enrollment and Intent, and Student Withdrawal Follow-Up activities are planned for the future in establishing validity and continuity for the justification of using such data in curriculum planning and development.

Employer Follow-Up data will be continually reviewed by institutional personnel and a concentrated effort will be made to distribute, publish, and evaluate all Follow-Up analysis of data by the administration and instructional staff to further promote accountability. (See Appendix Q).

Appendix

## Appendix A

### EMPLOYER RESPONSES TO REQUEST FOR GRADUATE EMPLOYEE FOLLOW-UP

The following paragraphs represent a brief summary of many letters forwarded to Amarillo College indicating their responses to a graduate-employer follow-up study.

1. ..."Your letter of March 21, 1975, addressed to Mr._____of this company in reference to graduates from your Technical-Vocational program, has been forwarded to this office for reply."...

   ..."We will be glad to visit with Mr._____, and will be expecting a call from him for an appointment."....

2. ..."Mr._____asked that I respond to your request regarding interviews of our city employees who are graduates of the Technical-Vocational programs of Amarillo College."...

   ..."The City of_____will be most happy to cooperate in any manner possible."...

   ..."We are pleased to have graduates of these programs on the City payroll and are appreciative of their availability. Please call on us at any time that we might be of assistance."...

3. ..."As requested by the President of your college, I designate_____, Supervisor of the Postal Employee Development Center to coordinate this program."...

   ..."We are most happy to cooperate in any way possible as we are vitally interested in all training programs that will enable our employees to increase their knowledge."...

4. ..."Thank you for your recent correspondence requesting the cooperation of the Hospital District in your assessment of Amarillo College graduates during the last several years. Obviously, this type of follow-up project is important if you are to adapt your curriculum to the needs of the students served. Clearly this type of approach speaks well of Amarillo College and its faculty. You may be sure that we will cooperate in every way reasonably possible."...

   ..."Please have Mr._____contact the Director of our Personnel Department, Mr._____, who has been informed of this program and remains ready to participate. Best of luck in your study."...

5. ..."I think your new program of having your Personnel Director,_____, conduct an interview with respective supervisors and/or personnel people of employer users of your graduates is a real good idea."...

   ..."Please feel free to have Mr._____contact Miss_____, Director of Personnel. Miss_____can handle the situation from there. She may wish to refer Mr._____to other persons such as department heads in various areas."...

   ..."This gives me opportunity once again to express appreciation for the work Amarillo College does in its many programs, especially in the area of Biomedical Arts and Sciences. One can walk through the nursing divisions and other departments of the hospital and see many of Amarillo College's graduates at work, day, evening, night, weekends and holidays. It just means that the college is producing graduates who can and do care for the health of our citizens. We trust that you, your faculty members and the trustees of Amarillo College will receive an extra measure of inner satisfaction in knowing how we feel about you."...

Appendix B

**AMARILLO COLLEGE**
P. O. BOX 447
AMARILLO, TEXAS
79178

OFFICE OF THE VICE PRESIDENT

January 9, 1976

We at AC are continually striving to improve our educational programs and services being offered students. You as a graduate possess particular information regarding the educational programs and services you received at Amarillo College which is not available to us from any other source. Therefore, we would like to ask your assistance in completing the attached survey.

Your responses will not be individually identified, but will be grouped together with those of your classmates to provide us the information which we need. The personal data section will be used only in determining information about the general types of students attending Amarillo College.

Please complete the survey form as soon as possible and return it to us in the enclosed self-addressed, stamped envelope. Feel free to make any additional comments which you believe will assist us in maintaining Amarillo College as one of the best two-year colleges in the United States.

Thank you for your assistance.

Sincerely,

H. D. Yarbrough
Vice President

Enc.

Appendix B

**AMARILLO COLLEGE**
P. O. BOX 447
AMARILLO, TEXAS
79178

February 20, 1976

Office of Financial Aid
& Career Placement

This is our second attempt to obtain valuable information that only you can give us. Please help.

Your responses will not be individually identified, but will be grouped together with those of your classmates to provide us the information which we need. The personal data section will be used to determine information about the general types of students attending Amarillo College.

Please complete the survey form as soon as possible and return it to us in the enclosed self-addressed, stamped envelope. Feel free to make any additional comments which you believe will assist us in maintaining Amarillo College as one of the best two-year colleges in the United States.

Thank you for your assistance.

Sincerely,

Larry K. Patterson

Larry K. Patterson, Director
Financial Aids & Placement

Enc.

Appendix B

# AMARILLO COLLEGE

Student Financial Aid and Placement

## Graduate-Completion Questionnaire 1975

Personal Data:

Name _____ Phone _____
Last First Initial

Address _____
Street or P.O. Box Number City State Zip

Married ___ ___ Divorced ___ ___ Single ___ ___ Number of dependent children ___
yes no yes no yes no

Was it necessary for you to work to finance your education? ___ ___ If yes, indicate average number of hours per week you worked. _____
yes no

PLEASE CHECK APPROPRIATE BLOCK(S) WITHIN EACH CATEGORY BELOW.

**SECTION A**
Everyone should complete this section.

1. What was your primary purpose in completing a certificate or degree at Amarillo College?
   - ☐1. Improvement of existing "job skills"
   - ☐2. Preparation for job to be obtained
   - ☐3. University transfer credit
   - ☐4. General interest
   - ☐5. Personal enrichment
   - ☐6. Other (describe)_____

2. What best describes your present status? Check all that apply.
   - ☐1. Employed, full time
   - ☐2. Employed, part time
   - ☐3. Unemployed
   - ☐4. Full-time homemaker
   - ☐5. Looking for work
   - ☐6. Enrolled in two-year college
   - ☐7. Enrolled in four-year college
   - ☐8. Other (describe)_____

3. Please rate those courses in your major field of study according to how well they fulfilled your own individual needs.

| | Very Good | Good | Neutral | Poor | Very Poor |
|---|---|---|---|---|---|
| 1.Quality of instruc. | | | | | |
| 2.Grading/Testing | | | | | |
| 3.Instructor interest | | | | | |
| 4.Content of course | | | | | |
| 5.Use of instruc.media | | | | | |
| 6.Class size | | | | | |

4. Please rate only those college services below that you have utilized according to how well they fulfilled your own individual needs.

| | Very Good | Good | Neutral | Poor | Very Poor |
|---|---|---|---|---|---|
| 1.Financial aid | | | | | |
| 2.Counseling | | | | | |
| 3.Placement assist. | | | | | |
| 4.Health clinic/serv. | | | | | |
| 5.Tutoring services | | | | | |
| 6.Veterans services | | | | | |
| 7.Learning lab/package | | | | | |
| 8.Student activities | | | | | |
| 9.Library services | | | | | |
| 10.Registration | | | | | |

**SECTION B** If you have continued your education a another college, please answer this section.

1. What is the name of your current (or most recently attended) college?
   Name _____
   City and State _____
   Major (Present College) _____
   Major (Amarillo College) _____

2. Did you have problems transferring to the college indicated above?
   - ☐1. Yes; what?-
     - ☐1. Transferring credit hours
     - ☐2. Transcript problems
     - ☐3. Admission problems
     - ☐4. Other (describe)_____
   - ☐2. No

   List nontransferrable courses:_____

3. How many credit hours earned at Amarillo Colleg were not accepted at the college indicated above?
   - ☐1. All credit hours accepted
   - ☐2. Lost 1 - 3 credit hours
   - ☐3. Lost 4 - 6 credit hours
   - ☐4. Lost 7 - 12 credit hours
   - ☐5. Lost 13 - 20 credit hours
   - ☐6. Lost more than 21 credit hours

4. If you are currently enrolled in college, please indicate your current status and classification at the college indicated above.

| Status | Classification |
|---|---|
| ☐1.Part-time student (Less than 12 hours) | ☐1.Junior |
| ☐2.Full-time student (12 or more hours) | ☐2.Senior |
| | ☐3.Graduate student |
| | ☐4.Other |

5. How well did the program you completed at Amarillo College prepare you for continuing your education?
   - ☐1. My preparation was excellent
   - ☐2. My preparation was satisfactory
   - ☐3. Good in some areas only
   - ☐4. Fair, but all areas could have been better
   - ☐5. My preparation was inadequate

OVER PLEASE

**SECTION C** If you are employed, please answer this section.

1. a. Is your present occupation related to the courses you have completed at Amarillo College?
   - ☐1.Yes, directly related
   - ☐2.Yes, related
   - ☐3.No

   b. IF NO, have you been employed in an occupation related to the program you completed since your date of graduation?
   - ☐1.Yes, directly related
   - ☐2.Yes, related
   - ☐3.No (IF NO, go to Section D)

2. Please complete the information below regarding the occupational area related to the program you completed.

   _____ Your Job Title

   _____ Name of Employer

   _____ Street Address of Employer

   _____ City of Employment

3. How would you rate the training you received at Amarillo College in relation to its usefulness to you in performing your job?
   - ☐1.Very good ☐3.Neutral ☐5.Very Poor
   - ☐2.Good ☐4.Poor

4. Please check below if the course(s) you took at Amarillo College helped you in your occupation in any of the following ways.
   - ☐1.Helped to obtain job
   - ☐2.Helped performance on present job
   - ☐3.Helped advance on present job
   - ☐4.None of the above
   - ☐5.Other (describe)_____

5. If you are employed full-time, please indicate your approximate average monthly salary range below. This information, when combined with other members of your graduating class, will provide valuable information to other individuals in career planning.
   - ☐1.Up to $400
   - ☐2.$400 to $499
   - ☐3.$500 to $599
   - ☐4.$600 to $699
   - ☐5.$700 to $799
   - ☐6.$800 to $899
   - ☐7.$900 to $999
   - ☐8.$1000 to $1099
   - ☐9.$1100 to $1199
   - ☐10.$1200 to $1299
   - ☐11.$1300 - up

6. Were you employed in your present occupation before completing your program at Amarillo College?
   - ☐1.No ☐2.Yes

7. How would you rate the availability of jobs in your present occupational area?
   - ☐1.Very Good
   - ☐2.Good
   - ☐3.Neutral
   - ☐4.Poor
   - ☐5.Very poor

**SECTION D** Everyone should answer this section.

1. If your current field of employment is not related to the program you have completed at Amarillo College, please check each reason which applies. If program is related to employment, go on to Question 2.
   - ☐1.Transferred to a four-year college
   - ☐2.Not sufficiently qualified for a job in my field of college preparation
   - ☐3.Preferred to work in another field
   - ☐4.Found better paying job in another field
   - ☐5.Could not find a job in field
   - ☐6.Worked previously in field of preparation, but changed
   - ☐7.Other (describe)_____

2. How do you see the course(s) completed at Amarillo College in terms of your career plans:
   - ☐1.Of immediate, direct benefit
   - ☐2.Of long term, direct benefit
   - ☐3.Of indirect benefit
   - ☐4.Of no benefit

3. Are you interested in taking other courses at Amarillo College? You may include courses not presently offered by Amarillo College.
   - ☐1.No
   - ☐2.Yes; what course(s)_____

4. We would appreciate any comments regarding how we could improve the program you have completed and/or services Amarillo College provides.

Please use back of college letter if additional space is needed.

THANK YOU FOR ASSISTING US IN OUR SURVEY! PLEASE RETURN THIS FORM IN THE PRE-PAID ENVELOPE AS SOON AS POSSIBLE.

Appendix C

## Employer Mailing List of Graduates Employed in Their Field or a Closely Related Field

### School of Biomedical Arts

**Associate Degree Nursing**

St. Edward's Hospital
929 N. Wichita St.
New Orleans, La. 35401
Lynch, Kathy 484-75-4396 (Staff Nurse)

**Child Care**

Sunset Child Development
1902 Nelson
Brunswick, Georgia 35708
Brown, Galen 483-05-2835 (Child Care Specialist)

**Dental Assistant**

Dr. M. S. Kirk D.D.S.
3612 W. 46th
Cottonwood Grove, Kan. 55344
Carter, Julia 426-95-7391 (D.A.)

**Dental Hygiene**

Dr. T. T. Burk D.D.S.
908 Rustin
Happy, Texas 79046
Glenn, Diana 450-81-2227 (D.H.)

**Medical Lab Technology**

V.A. Hospital
3020 Broadway
Hereford, Texas 79037
Painter, Debbie 400-11-3247 (Med. Lab. Tech)

**Medical Office Secretary**

Southeast Texas Hospital
P.O. Box 1220
Tulia, Texas 79042
Johns, Peggy 440-45-8889 (Med. Off. Sec.)

**Medical Records**

Plasma Donor Center
1389 Lynette
Oklahoma City, Oklahoma 79057
Rutland, Beth 465-30-8921 (Preparation Tech)

**Mental Health**

Brown's Children's Hospital
1220 Dreyfuss
Canyon, Texas 79004
Fry, Donna 444-00-5892 (MH Association)

**Respiratory Therapy**

Respiratory Care Associates
3290 College Ave.
Plainview, Texas 79076
Walker, Mara 464-03-9995 (Respiratory Ther)

**Licensed Vocational Nursing**

Golden Acres Nursing Home
4432 Paramount
Santa Fe, New Mexico 88709
Sims, Barbara 446-00-6749 (LVN)

**Radiologic Technology**

St. Michael's Hospital
3900 S. Morgan St.
Tulia, Texas 79076
Martin, Gay 489-06-2673 (Rad. Tech.)

Appendix C
Employer Mailing List of Graduates Employed in Their Field or a Closely Related Field

School of Technology

Data Processing

Gas Development
Southwestern National Bank Suite 1300
116 W. 20th
Topeka, Kansas 44455
Gomez, Arthur 448-67-1431 (System Prog)

Drafting

Frontier Gas
201 Tyler
Wink, Texas 79072
Smith, David 462-13-9207 (Engineering Asst.)

Electronics

Utah Beef Processors
Hwy 66 & FM 1321
Cedar, Texas 79061
Bailey, Martha 853-09-7621 (Elec. Tech.)

Biomedical Electronics

Northeast X-Ray Service
P.O. Box 2222
Canyon, Texas 73216
Cook, Michael 325-74-3979 (Senior B.M.E.T.)

Fire Protection

City of Zita Fire Department
Box 2000
Zita, Texas 79073
King, David Jr. 333-22-9006 (Fire Fighter)

Hotel-Motel, Restaurant Management

Luxury Inn Motel
3619 I-44 & Montrose Ave.
Montrose, California 82235
Mack, Charles 883-27-9528 (Auditor & Asst. Sup.)

Law Enforcement

Topeka Railroad Company
805 Arapahoe
Topeka, Kansas 55543
Douglas, Sidney 440-98-7776 (Special Agent)

Mid-Management

Tek-Co Mfg. Co., Inc.
7119 Sunlite
Ft. Wayne, Indiana 32407
Warren, Harold 432-78-5608 (Office Mgr.)

Photography

Self Employed
317 W. 19th
Raton, New Mexico 86701
Woods, Berry 489-60-7241 (Free Lance Photo)

Radio-TV

KQMZ TV
3rd and Square St.
Bangor, Maine 55502
Murphy, Timothy 420-67-4891 (Engineer)

Retail Merchandising

Mr. and Mrs. Arthur Autry
#6 Golden Fountain Square
Clovis, New Mexico 88456
Flanagan, Heidi 479-92-5476 (Asst. Buyer)

Legal Secretary

Overbranch Law Firm
P.O. 7345
Dumas, Texas 79032
Coddle, Cindy 432-56-8935 (Leg. Sec.)

Secretarial Profficiency

Albuquerque Railroad
956 S. 23rd
Albuquerque, New Mexico 80967
Jones, Becky 443-29-5867 (Clerk, Typist)

Appendix C

Employer Mailing List of Graduates Employed in Their Field or a Closely Related Field
School of Vocational Arts

Air Conditioning

G & G Plumbing
6100 W. 3rd
Canyon, Texas 79046
Mayberry, James 416-06-5839 (Electrician)

Auto Mechanics

High Plains Auto
404 N. Highland
Pampa, Texas 79045
Snow, Steve 456-87-6543 (Mechanic)

Commercial Electronics

A-1 Radio and TV
1960 Tawney Ave.
Canyon, Texas 79046
Edwards, Martin 568-95-4260 (Elec. Tech.)

Diesel Mechanics

Herbert Tractor Company
1111 Orange
Pampa, Texas 79105
Herra, Thomas 763-82-5937 (Mechanic)

Industrial Welding

Plumbers & Steamfitters Union Local 294
1582 Daisy
Liberal, Kansas 44455
Day, Ralph 420-85-7208 (Pipe fitter)

Appendix D

For Career Counseling Purposes

1975 Graduate - Employers

Major: Associate Degree Nursing

Wink Hospital District, 1212 W. 8th, Wink, Texas 79028 Staff Nurse

Bi-City Health Department, 2904 Harris, Olton, Texas 70385 Public Health Nurse

Good Samaritan Hospital, 11th and Norris, Seawald, Oklahoma 75469 RN Teamleader

Great Plains Hospital, 16 Waldorf, Incino, California 84265 Team Leader Staff Nurse

Medical Drive Care Center, Rodgers Road, Peters, Texas 74265 Charge Nurse

Canyon Hospital, 1919 Smith Ave., Canyon, Texas 79043 RN

Southeast Texas Hospital, 2205 Cherry, Grapevine, Texas Staff Nurse

Dr. J.M. Roberts, 2000 Westlawn, Laredo, Texas 74356 RN

St. Andrews Hospital, 846 Western, Woodward, Okla 74629 RN, Team Ldr, Staff Nurse, Chg. Nurse

St. Mary's Hospital, 942 Jones Ave., Wichita, Kansas 74265 Staff Nurse

St. Luke's Hospital, 3975 Laurel, Ogden, Utah 94756 RN

Woodson-Cook Hospital, 9584 Columbine, Roswell, New Mexico 85726 Staff Nurse Surger

## Appendix E

Major Course Titles--Major Code--Completion Code

### SCHOOL OF BIOMEDICAL ARTS AND SCIENCES

| | |
|---|---|
| Associate Degree Nursing | 8021 K |
| Child Care Assistant | 5222 K |
| Dental Assisting | 8023 M |
| Dental Hygiene | 8034 K |
| Medical Laboratory Technology | 8028 K |
| Medical Office Assistant | 5824 M |
| Mental Health Associate | 8029 K |
| Respiratory Therapy | 8025 K |
| Vocational Nursing | 7821 M |
| Radiologic Technology | 8033 K |

### SCHOOL OF TECHNOLOGY

| | |
|---|---|
| Data Processing Technology | 6021 K |
| Drafting and Design | 8622 K |
| Electronics Technology | 8824 K |
| Biomedical Electronics | 8421 K |
| Fire Prevention Technology | 6821 K |
| Hospitality (Hotel, Rest. Mgmt) | 5424 K |
| Law Enforcement | 7021 K |
| Mid-Management | 5621 K |
| Photographic Technology | 6239 K |
| Radio-TV Production | 8434 K |
| Retail Merchandising | 5623 K |
| Legal Secretary | 5825 K |
| Secretarial Administration | 5824 K |
| Secretarial Profficiency | 5824 M |

### SCHOOL OF VOCATIONAL ARTS AND SCIENCES

| | |
|---|---|
| Air Conditioning & Ref. | 7221 K |
| Auto Mechanics | 6422 K |
| Commercial Electronics | 6241 K |
| Diesel Mechanics | 6423 K |
| Industrial Welding | 6245 K |

Number-Letter Key
(K--Associate in Applied Science M--Certificate of Completion)
School Code: A=Biomedical B=Technical C=Vocational

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AMARILLO COLLEGE
P. O. BOX 447
AMARILLO, TEXAS
79178

OFFICE OF THE VICE PRESIDENT

May 28, 1976

EMPLOYER FOLLOW-UP

Thank you for completing the Employer Follow-up survey regarding an Amarillo College graduate that is employed by you or your business. To date we have received over 90% of the questionnaires and the information reported will be valuable for future program evaluation. This is the first time we have conducted such a study, and we have been completely overwhelmed by the cooperation exhibited by the employers and supervisors of our graduates. Your input has been keypunched, computerized, and the data analyzed for report purposes. The final analysis appears to be very positive regarding our programs and will provide leadership and direction for future planning and development.

If you desire more specific information regarding the final report, please contact me at your convenience.

Sincerely,

H.D. YARBROUGH - VICE-PRESIDENT

Appendix G

**AMARILLO COLLEGE**
P. O. BOX 447
AMARILLO, TEXAS
79178

Office of Financial Aid
& Career Placement

Dear

I understand that your company has employed a large number of graduates in our Technical - Vocational programs. We are very proud of the courses that we have developed in this area, and we hope that you will want to employ additional graduates.

As our curriculum is fairly new in several of the programs, we want to check to see where further improvements can be made. One of the best techniques to determine effectiveness of a course is the knowledge and performance of our graduates on the job. With your permission, I would like to have our Personnel Director, Dick DeVoe, conduct an interview with the supervisor of our former students. We hope, in this way, that we can develop information to improve our graduates and our courses.

Mr. DeVoe will contact your Personnel Representative or whomever you designate to coordinate this program. Interviews will be conducted at your convenience so that there will be as little disruption of work activities as possible.

Please let us know if this is satisfactory. Enclosed is a copy of last year's graduates that you have employed.

Sincerely yours,

Charles D. Lutz, Jr.
President

sc

Enclosure

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Appendix G

**AMARILLO COLLEGE**
P. O. BOX 447
AMARILLO, TEXAS
79178

Office of Financial Aid
& Career Placement

Dear Sir:

Our records show that you have employed a fairly recent graduate of one of our Technical-Vocational programs. We are proud of the courses that we have developed in this area, but we want to check to see where further improvements can be made.

One of the best techniques to determine effectiveness of a course is the knowledge and performance of our graduates on the job. We would appreciate it if you would take the time to fill out the enclosed questionnaire. Through the information that we develop in this method, we hope to meet the needs of future students and employers.

Please return the questionnaire as soon as possible in the stamped, self-addressed envelope. The results will be tabulated by our Personnel Director, Dick DeVoe, who is Director of Project "Follow-Up".

Sincerely,

Charles D. Lutz, Jr.
President

bc

Appendix G

AMARILLO COLLEGE - PROJECT FOLLOW-UP

(Employer Questionnaire)

Name of Employee _____ Social Security No. _____

Employer _____ Date _____

Number of months the employee has worked for your firm _____

Please complete all questions on this form even if the employee no longer works for your firm. If the employee works, or has worked for your firm, please have a supervisor familiar with the work of the employee fill out the questionnaire.

Name and Title of Supervisor _____

EMPLOYEE PERFORMANCE SURVEY

PLACE AN X IN THE APPROPRIATE COLUMN

I. Please indicate your satisfaction with the employee as compared with other workers in the same work group. If the employee is the only one doing this work, compare the work with previous employees or with your expected work standards.

| | Above Average | About Average | Below Average |
|---|---|---|---|
| 1. The quality of the employee's work. | ___ | ___ | ___ |
| 2. The quantity of the employee's work. | ___ | ___ | ___ |
| 3. The degree to which the employee possesses specific job related knowledge important to success on the job. | ___ | ___ | ___ |
| 4. The degree to which the employee is able to operate the equipment and apparatus used on the job. | ___ | ___ | ___ |
| 5. The degree to which the employee possesses basic reading, verbal, and computational skills. | ___ | ___ | ___ |

II. In comparison with others, previous employees or your opinion (if an only employee), rate the employee on the following characteristics.

| | Above Average | About Average | Below Average |
|---|---|---|---|
| 1. Willingness to accept responsibility | ___ | ___ | ___ |
| 2. Punctuality | ___ | ___ | ___ |
| 3. Ability to work without supervision | ___ | ___ | ___ |
| 4. Willingness to learn or improve | ___ | ___ | ___ |
| 5. Cooperation with other employees | ___ | ___ | ___ |
| 6. Cooperation with management | ___ | ___ | ___ |
| 7. Compliance with company rules, policies, and practices | ___ | ___ | ___ |
| 8. Attendance | ___ | ___ | ___ |
| | ___ | ___ | ___ |

III. In comparison with others in the same work group, how would you rate the employee's overall competency, effectiveness, proficiency, general overall work attitudes, and other elements of successful job performance? If an

only employee, or, if it is a small work group, make a comparison with former employees or your opinion based on work standards.

In the top ¼ ___ In the top ½ but not in the top ¼ ___ In the bottom ½ but not the lowest ¼ ___ In the lowest ¼ ____

IV. Is the employee currently eligible for promotion to a higher level position? Yes ___ No ___ If no, how soon will eligibility be attained? _____

_____

If yes, to what job classification? _____

V. What was the source that assisted you in hiring this graduate? Friend _____ Employment agency _____ Faculty member _____ School placement office _____ Employee dropped in or applied _____

VI. We are particularly anxious to determine where our course content can be strengthened. Please give us your frank opinion.

1. List the job skills lacking in the employee other than those already mentioned. _____

2. List the job skills that the employee has that are especially strong other than those already mentioned. _____

_____

_____

3. What recommendations would you make to us for improving the job skills of future employees? _____

_____

_____

_____

_____

_____

_____

4. Make any additional comments that involve the employees educational preparation for the position now held. _____

_____

_____

_____

_____

_____

_____

Appendix H

**AMARILLO COLLEGE**
P. O. BOX 447
AMARILLO, TEXAS
79178

OFFICE OF THE VICE PRESIDENT

March 29, 1976

EMPLOYER FOLLOW-UP

As an educational institution, one of our greatest concerns is the quality of the graduates of our programs. It is for this reason that the enclosed questionnaire is being sent to you.

The graduate listed on the enclosed questionnaire form recently completed a Bio-Medical, Technical or Vocational program at Amarillo College. Since we are very aware of the importance of fulfilling employer and student-training needs, Amarillo College periodically conducts follow-up surveys of our graduates to assist us in determining our degree of success. In our survey of graduates, we ask for the name and address of employers for the purpose of making periodic contacts with individuals such as yourself who may be willing to supply us with information regarding an opinion of the training received by the program graduate. In this way, we hope to make the best use of our educational resources to provide you with a quality product, "The Amarillo College Graduate."

Please complete all the questions on this form even if the graduate listed no longer works for you or your organization. If you are self-employed and are the graduate listed on the form, complete this self-evaluation as objectively as possible. Also, if the graduate listed is your only employee, compare performance with others who have worked in the same position. These responses will in no way affect the employee and will be kept in strict confidence. For the best possible results, please have the employee's immediate supervisor complete this questionnaire.

This is your opportunity to provide relevant input into education by exercising your voice of opinion and by making suggestions to improve the quality of training at Amarillo College. Please complete the questionnaire form as soon as possible and return it in the enclosed self-addressed, stamped envelope.

DR. H.D. YARBROUGH - VICE PRESIDENT

Enclosure

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Appendix H

**AMARILLO COLLEGE**
P. O. BOX 447
AMARILLO, TEXAS
79178

OFFICE OF THE VICE PRESIDENT

April 14, 1976

Re: 1975 Graduate Employer Follow-Up
Employer Follow-up

On March 29, 1976, a questionnaire was mailed to you or your business asking for your opinion of the training received by an Amarillo College graduate. Please make every effort to complete this questionnaire and return it to Amarillo College as soon as possible. Assuming you will need another questionnaire we will forward a duplicate on April 21.

This survey is being conducted to help determine how well Amarillo College is meeting the needs of area employers.

H D Yarbrough

DR. H.D. YARBROUGH - VICE PRESIDENT

Appendix H

**AMARILLO COLLEGE**
P. O. BOX 447
AMARILLO, TEXAS
79178

OFFICE OF THE VICE PRESIDENT

April 21, 1976

EMPLOYER FOLLOW-UP

As an educational institution, one of our greatest concerns is the quality of the graduates of our programs. It is for this reason that the enclosed questionnaire is being sent to you.

The graduate listed on the enclosed questionnaire form recently completed a Bio-Medical, Technical or Vocational program at Amarillo College. Since we are very aware of the importance of fulfilling employer and student-training needs, Amarillo College periodically conducts follow-up surveys of our graduates to assist us in determining our degree of success. In our survey of graduates, we ask for the name and address of employers for the purpose of making periodic contacts with individuals such as yourself who may be willing to supply us with information regarding an opinion of the training received by the program graduate. In this way, we hope to make the best use of our educational resources to provide you with a quality product, "The Amarillo College Graduate."

Please complete all the questions on this form even if the graduate listed no longer works for you or your organization. If you are self-employed and are the graduate listed on the form, complete this self-evaluation as objectively as possible. Also, if the graduate listed is your only employee, compare performance with others who have worked in the same position. These responses will in no way affect the employee and will be kept in strict confidence. For the best possible results, please have the employee's immediate supervisor complete this questionnaire.

This is your opportunity to provide relevant input into education by exercising your voice of opinion and by making suggestions to improve the quality of training at Amarillo College. Please complete the questionnaire form as soon as possible and return it in the enclosed self-addressed, stamped envelope.

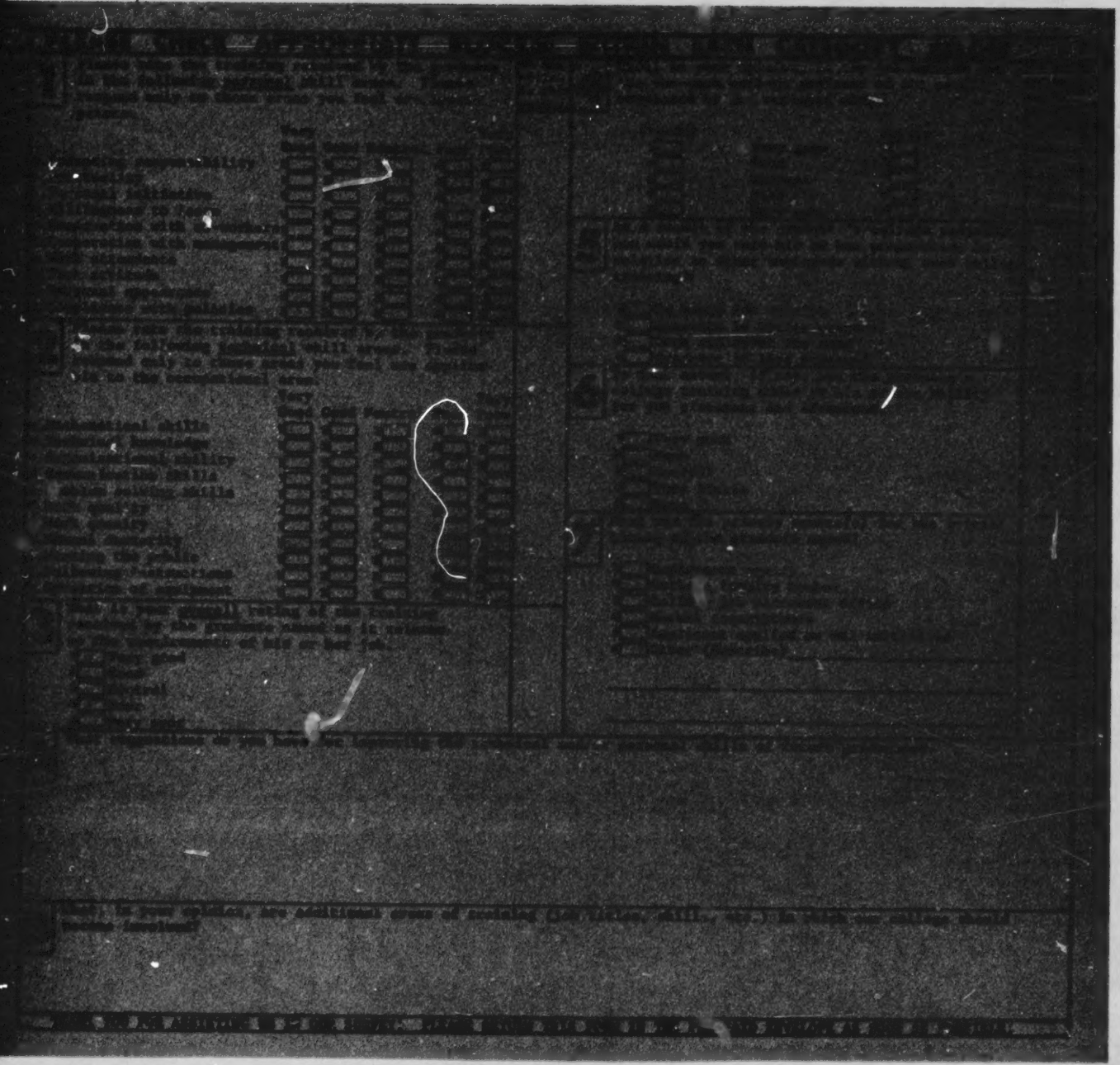
H D Yarbrough

DR. H.D. YARBROUGH - VICE PRESIDENT

Enclosure

Appendix H

Appendix H



Appendix I

## 1975 GRADUATE FOLLOW-UP AND GRADUATE EMPLOYER FOLLOW-UP STATISTICS

| | Total Graduates | Total Responses | Graduate Employers | Employer Responses |
|---|---|---|---|---|
| **Biomedical School** | | | | |
| Associate Degree Nursing | 48 | 29 60% | 24 83% | 20 83% |
| Child Care | 8 | 4 50% | 3 75% | 1 33% |
| Dental Assistant | 19 | 8 42% | 6 75% | 6 100% |
| Dental Hygiene | 20 | 7 35% | 6 (1 has 2) 85% | 7 100% |
| Licensed Vocational Nurse | 44 | 22 50% | 18 81% | 18 100% |
| Medical Lab Technician | 14 | 5 35% | 4 80% | 4 100% |
| Medical Office Secretary | 1 | 1 100% | 1 100% | 1 100% |
| Medical Records | 7 | 6 85% | 4 66% | 4 100% |
| Mental Health | 11 | 10 90% | 4 40% | 4 100% |
| Radiologic Technology | 17 | 9 52% | 8 88% | 7 87% |
| Respiratory Therapy | 7 | 3 42% | 3 100% | 3 100% |
| Subtotal: | 196 | 104 (53%) | 81 (78%) | 75 (93%) |
| **School of Technology** | | | | |
| Data Processing | 5 | 5 100% | 5 100% | 4 80% |
| Drafting and Design | 4 | 4 100% | 4 100% | 4 100% |
| Electronics | 31 | 19 61% | 16 84% | 16 100% |
| Fire Prevention | 3 | 3 100% | 3 100% | 3 100% |
| Hospitality Management | 1 | 1 100% | 1 100% | 1 100% |
| Library Assistant | 0 | 0 | 0 | 0 |
| Mid-Management | 38 | 27 71% | 21 77% | 19 90% |
| Office Occupations | 40 | 10 25% | 7 70% | 6 85% |
| Photography | 5 | 4 80% | 1 25% | 0 |
| Police Science | 17 | 15 88% | 13 86% | 12 92% |
| Radio-TV | 6 | 4 66% | 3 75% | 3 100% |
| Retail Merchandising | 2 | 2 100% | 1 50% | 0 |
| Subtotal: | 152 | 94 (62%) | 75 (80%) | 68 (91%) |
| **School of Vocational Arts** | | | | |
| Air Conditioning | 41 | 24 58% | 14 58% | 13 93% |
| Auto Mechanics | 13 | 9 69% | 6 66% | 5 83% |
| Commercial Electronics | 26 | 14 53% | 10 71% | 9 90% |
| Diesel Mechanics | 9 | 5 22% | 5 100% | 4 80% |
| Industrial Welding | 12 | 6 50% | 5 83% | 4 80% |
| Subtotal: | 101 | 58 (57%) | 40 (69%) | 35 (85%) |
| TOTAL: | 449 | 256 (57%) | 196 (77%) | 178 (91%) (3 responses received after cut off date not in analysis; for grand total of 181 or 92%) |

PROJECT FOLLOW-UP

F051D EMPLOYER ANALYSIS REPORT — PROFILE 003 PAGE 1

REPORT COLLEGE AMARILLO COLLEGE AMARILLO — PROFILE DATE 05-25-76

REPORT POPULATION ASSOCIATE IN APPLIED SCIENCE
8824 ELECTRONICS TECHNOLOGY — DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00013

** QUESTION A: IS THE JOB TITLE AND STATUS OF THE ABOVE NAMED GRADUATE(S) ACCURATE?

| YES | NO |
|---|---|
| 00008 | 00004 |
| 66.7% | 33.3% |

** QUESTION B: WHAT IS YOUR RELATIONSHIP WITH ABOVE NAMED GRADUATE(S)?

| EMPLOYER | SUPERVISOR | PERSONNEL STAFF | CO-WORKER | OTHER |
|---|---|---|---|---|
| 00000 | 00012 | 00001 | 00000 | 00001 |
| 0.0% | 85.7% | 7.1% | 0.0% | 7.1% |

Appendix J

FGS1D EMPLOYER ANALYSIS REPORT



REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-25-76

REPORT POPULATION ASSOCIATE IN APPLIED SCIENCE
8924 ELECTRONICS TECHNOLOGY

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00011

QUESTION 1: PLEASE RATE THE TRAINING RECEIVED BY THE GRADUATE IN THE FOLLOWING PERSONAL SKILL AREAS. PLEASE RESPOND ONLY TO THOSE AREAS YOU FEEL ARE APPROPRIATE.

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00001 9.1% | 00007 63.6% | 00003 27.3% | 00000 0.0% | 00000 0.0% | A. ACCEPTING RESPONSIBILITY | 3.8 |
| 00002 18.2% | 00007 63.6% | 00002 18.2% | 00000 0.0% | 00000 0.0% | B. PUNCTUALITY | 4.0 |
| 00002 18.2% | 00006 54.5% | 00003 27.3% | 00000 0.0% | 00000 0.0% | C. PERSONAL INITIATIVE | 3.9 |
| 00005 41.7% | 00006 50.0% | 00001 8.3% | 00000 0.0% | 00000 0.0% | D. WILLING TO LEARN | 4.3 |
| 00002 18.2% | 00007 63.6% | 00002 18.2% | 00000 0.0% | 00000 0.0% | E. COOPERATION WITH CO-WORKERS | 4.0 |
| 00003 27.3% | 00007 63.6% | 00001 9.1% | 00000 0.0% | 00000 0.0% | F. COOPERATION WITH MANAGEMENT | 4.1 |
| 00004 36.4% | 00007 63.6% | 00000 0.0% | 00000 0.0% | 00000 0.0% | G. WORK ATTENDANCE | 4.3 |
| 00003 25.0% | 00008 66.7% | 00001 8.3% | 00000 0.0% | 00000 0.0% | H. WORK ATTITUDE | 4.1 |
| 00002 18.2% | 00008 72.7% | 00001 9.1% | 00000 0.0% | 00000 0.0% | I. PERSONAL APPEARANCE | 4.0 |
| 00002 18.2% | 00008 72.7% | 00001 9.1% | 00000 0.0% | 00000 0.0% | J. COMPLIANCE WITH POLICIES | 4.0 |

Appendix J

PROJECT FOLLOW-UP

F051D EMPLOYER ANALYSIS REPORT — PROFILE 003 PAGE 3

REPORT COLLEGE AMARILLO COLLEGE AMARILLO — PROFILE DATE 05-25-76

REPORT POPULATION ASSOCIATE IN APPLIED SCIENCE
8824 ELECTRONICS TECHNOLOGY — DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00013

** QUESTION 2: PLEASE RATE THE TRAINING RECEIVED BY THE GRADUATE(S) IN THE FOLLOWING TECHNICAL SKILL AREAS. PLEASE RESPOND ONLY TO THOSE AREAS YOU FEEL ARE APPLICABLE TO THE OCCUPATIONAL AREA.

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00001<br>9.1% | 00007<br>63.6% | 00003<br>27.3% | 00000<br>0.0% | 00000<br>0.0% | A. MATHEMATICAL SKILLS | 3.8 |
| 00002<br>16.7% | 00008<br>66.7% | 00002<br>16.7% | 00000<br>0.0% | C0000<br>0.0% | B. TECHNICAL KNOWLEDGE | 4.0 |
| 00001<br>16.7% | 00000<br>0.0% | 00004<br>66.7% | 00001<br>16.7% | C0000<br>0.0% | C. ORGANIZATIONAL ABILITY | 3.1 |
| 00000<br>0.0% | 00003<br>33.3% | 00005<br>55.6% | 00001<br>11.1% | C0000<br>0.0% | D. COMMUNICATION SKILLS | 3.2 |
| 00002<br>18.2% | 00006<br>54.5% | 00003<br>27.3% | 00000<br>0.0% | 00000<br>0.0% | E. PROBLEM SOLVING SKILLS | 3.9 |
| 00001<br>9.1% | 00007<br>63.6% | 00003<br>27.3% | 00000<br>0.0% | C0000<br>0.0% | F. WORK QUALITY | 3.8 |
| 00003<br>27.3% | 00007<br>63.6% | 00001<br>9.1% | 00000<br>0.0% | 00000<br>0.0% | G. WORK QUANTITY | 4.1 |
| 00002<br>20.0% | 00007<br>70.0% | 00001<br>10.0% | 00000<br>0.0% | 00000<br>0.0% | H. MANUAL DEXTERITY | 4.1 |
| 00001<br>11.1% | 00004<br>44.4% | 00004<br>44.4% | 00000<br>0.0% | C0000<br>0.0% | I. MEETING THE PUBLIC | 3.6 |
| 00002<br>18.2% | 00006<br>54.5% | 00003<br>27.3% | 00000<br>0.0% | 00000<br>0.0% | J. FOLLOWING INSTRUCTIONS | 3.9 |
| 00002<br>20.0% | 00007<br>70.0% | 00001<br>10.0% | 00000<br>0.0% | 00000<br>0.0% | K. OPERATION OF EQUIPMENT | 4.1 |

PROJECT FOLLOW-UP

EQSID EMPLOYER ANALYSIS REPORT

PROFILE 003 PAGE 4

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-25-76

REPORT POPULATION ASSOCIATE IN APPLIED SCIENCE
8824 ELECTRONICS TECHNOLOGY

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00013

Appendix J

** QUESTION 3: WHAT IS YOUR OVERALL RATING OF THE TRAINING RECEIVED BY THE GRADUATE(S) NAMED AS IT RELATES TO THE REQUIREMENTS OF HIS OR HER JOB?

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|
| 00001 8.3% | 00008 66.7% | 00003 25.0% | 00000 0.0% | 00000 0.0% | 3.8 |

** QUESTION 4: WHAT, IN YOUR OPINION, IS THE JOB OUTLOOK FOR THE TWO-YEAR COLLEGE GRADUATE OF THE PROGRAM(S) COMPLETED BY THE EMPLOYEE(S) NAMED?

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00004 33.3% | 00007 58.3% | 00001 8.3% | 00000 0.0% | 00000 0.0% | PRESENT | 4.2 |
| 00006 50.0% | 00005 41.7% | 00001 8.3% | 00000 0.0% | 00000 0.0% | FUTURE | 4.4 |

** QUESTION 5: AS A RESULT OF THE GRADUATE'S COLLEGE TRAINING, HOW WOULD YOU RATE HIS OR HER PREPARATION IN RELATION TO OTHER EMPLOYEES WITHOUT SUCH COLLEGE TRAINING?

| NO BASIS FOR OPINION | GRADUATE IS BETTER PREPARED | BOTH ARE ABOUT THE SAME | GRADUATE IS LESS PREPARED |
|---|---|---|---|
| 00002 16.7% | 00010 83.3% | 00000 0.0% | 00000 0.0% |

F051D EMPLOYER ANALYSIS REPORT — PROFILE 003 PAGE 5

REPORT COLLEGE AMARILLO COLLEGE AMARILLO — PROFILE DATE 05-25-76

REPORT POPULATION ASSOCIATE IN APPLIED SCIENCE
8824 ELECTRONICS TECHNOLOGY — DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00013

** QUESTION 6: TO WHAT EXTENT, IF ANY, HAS THE GRADUATE'S COLLEGE TRAINING ADDED TO HIS OR HER ABILITY FOR JOB PLACEMENT AND ADVANCEMENT?

| VERY MUCH (5) | MUCH (4) | NEUTRAL (3) | VERY LITTLE (2) | NONE (1) | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|
| 00003 | 00008 | 00000 | 00000 | 00000 | 4.2 |
| 27.3% | 72.7% | 0.0% | 0.0% | 0.0% | |

** QUESTION 7: WHAT WAS THE PRIMARY SOURCE(S) FOR THE INITIAL HIRING OF THE GRADUATE(S) NAMED?

| EMPLOYMENT AGENCY | COLLEGE FACULTY MEMBER | COLLEGE JCB PLACEMENT OFFICE | MUTUAL ACQUAINTANCE | APPLICANT APPLIED ON OWN INITIATIVE | OTHER |
|---|---|---|---|---|---|
| 00000 | 00001 | 00002 | 00003 | 00004 | 00001 |
| 0.0% | 9.1% | 18.2% | 27.3% | 36.4% | 9.1% |

Appendix J

PROJECT FOLLOW-UP

F0510 EMPLOYER ANALYSIS REPORT — PROFILE 003 PAGE 6

REPORT COLLEGE AMARILLO COLLEGE AMARILLO — PROFILE DATE 05-25-76

REPORT POPULATION ASSOCIATE IN APPLIED SCIENCE
8824 ELECTRONICS TECHNOLOGY — DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00013

DEMOGRAPHIC INFORMATION

| ETHNIC GROUP | | SEX | |
|---|---|---|---|
| 00013<br>100.0% | CAUCASIAN/WHITE | 00013<br>100.0% | MALE |
| 00000<br>0.0% | BLACK | 00000<br>0.0% | FEMALE |
| 00000<br>0.0% | HISPANIC | 00000<br>0.0% | UNDEFINED SEX |
| 00000<br>0.0% | ASIAN (ORIENTAL) OR PACIFIC ISLANDER | | |
| 00000<br>0.0% | AMERICAN INDIAN OR ALASKAN NATIVE | | |
| 00000<br>0.0% | UNDEFINED RACE | | |

Appendix J

PROJECT FOLLOW-UP

FOS1D EMPLOYER ANALYSIS REPORT

PROFILE 030 PAGE 1

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-14-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-14-76

REPORT POPULATION SIZE 00178

** QUESTION A: IS THE JOB TITLE AND STATUS OF THE ABOVE NAMED GRADUATE(S) ACCURATE?

| YES | NO |
|---|---|
| 00134 | 00026 |
| 83.8% | 16.3% |

** QUESTION B: WHAT IS YOUR RELATIONSHIP WITH ABOVE NAMED GRADUATE(S)?

| EMPLOYER | SUPERVISOR | PERSONNEL STAFF | CO-WORKER | OTHER |
|---|---|---|---|---|
| 00068 | 00093 | 00015 | 00001 | 00007 |
| 37.0% | 50.5% | 8.2% | 0.5% | 3.8% |

PROJECT FOLLOW-UP

FOSID EMPLOYER ANALYSIS REPORT

PROFILE 030 PAGE 2

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-14-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-14-76

REPORT POPULATION SIZE 00178

** QUESTION 1: PLEASE RATE THE TRAINING RECEIVED BY THE GRADUATE IN THE FOLLOWING PERSONAL SKILL AREAS. PLEASE RESPOND ONLY TO THOSE AREAS YOU FEEL ARE APPROPRIATE.

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00065<br>38.5% | 00086<br>50.9% | 00013<br>7.7% | 00005<br>3.0% | 00000<br>0.0% | A. ACCEPTING RESPONSIBILITY | 4.2 |
| 00085<br>50.6% | 00073<br>43.5% | 00009<br>5.4% | 00000<br>0.0% | 00001<br>0.6% | B. PUNCTUALITY | 4.4 |
| 00063<br>37.5% | 00080<br>47.6% | 00019<br>11.3% | 00006<br>3.6% | 00000<br>0.0% | C. PERSONAL INITIATIVE | 4.1 |
| 00086<br>50.0% | 00072<br>41.9% | 00013<br>7.6% | 00001<br>0.6% | 00000<br>0.0% | D. WILLING TO LEARN | 4.4 |
| 00084<br>48.3% | 00073<br>42.0% | 00012<br>6.9% | 00005<br>2.9% | 00000<br>0.0% | E. COOPERATION WITH CO-WORKERS | 4.3 |
| 00073<br>42.4% | 00083<br>48.3% | 00013<br>7.6% | 00002<br>1.2% | 00001<br>0.6% | F. COOPERATION WITH MANAGEMENT | 4.3 |
| 00090<br>53.3% | 00069<br>40.8% | 00010<br>5.9% | 00000<br>0.0% | 00000<br>0.0% | G. WORK ATTENDANCE | 4.4 |
| 00079<br>46.5% | 00075<br>44.1% | 00015<br>8.8% | 00001<br>0.6% | 00000<br>0.0% | H. WORK ATTITUDE | 4.3 |
| 00070<br>41.4% | 00092<br>54.4% | 00006<br>3.6% | 00001<br>0.6% | 00000<br>0.0% | I. PERSONAL APPEARANCE | 4.3 |
| 00069<br>40.8% | 00087<br>51.5% | 00012<br>7.1% | 00001<br>0.6% | 00000<br>0.0% | J. COMPLIANCE WITH POLICIES | 4.3 |

FGS1D EMPLOYER ANALYSIS REPORT — PROFILE 030 PAGE 3

REPORT COLLEGE AMARILLO COLLEGE AMARILLO — PROFILE DATE 05-14-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS — DATA EFFECTIVITY DATE 05-14-76

REPORT POPULATION SIZE 00178

** QUESTION 2: PLEASE RATE THE TRAINING RECEIVED BY THE GRADUATE(S) IN THE FOLLOWING TECHNICAL SKILL AREAS. PLEASE RESPOND ONLY TO THOSE AREAS YOU FEEL ARE APPLICABLE TO THE OCCUPATIONAL AREA.

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00019<br>17.4% | 00067<br>61.5% | 00021<br>19.3% | 00001<br>0.9% | 00001<br>0.9% | A. MATHEMATICAL SKILLS | 3.9 |
| 00047<br>29.4% | 00093<br>58.1% | 00017<br>10.6% | 00003<br>1.9% | 00000<br>0.0% | B. TECHNICAL KNOWLEDGE | 4.1 |
| 00041<br>28.9% | 00071<br>50.0% | 00023<br>16.2% | 00006<br>4.2% | 00001<br>0.7% | C. ORGANIZATIONAL ABILITY | 4.0 |
| 00039<br>25.7% | 00085<br>55.9% | 00021<br>13.8% | 00007<br>4.6% | 00000<br>0.0% | D. COMMUNICATION SKILLS | 4.0 |
| 00045<br>30.8% | 00074<br>50.7% | 00023<br>15.8% | 00004<br>2.7% | 00000<br>0.0% | E. PROBLEM SOLVING SKILLS | 4.0 |
| 00063<br>37.3% | 00090<br>53.3% | [illegible]<br>[illegible]% | 00001<br>0.6% | 00000<br>0.0% | F. WORK QUALITY | 4.2 |
| 00064<br>40.0% | 00077<br>48.1% | 00015<br>9.4% | 00004<br>2.5% | 00000<br>0.0% | G. WORK QUANTITY | 4.2 |
| 00042<br>32.3% | 00065<br>50.0% | 00021<br>16.2% | 00002<br>1.5% | 00000<br>0.0% | H. MANUAL DEXTERITY | 4.1 |
| 00046<br>33.1% | 00076<br>54.7% | 00016<br>11.5% | 00001<br>0.7% | 00000<br>0.0% | I. MEETING THE PUBLIC | 4.2 |
| 00057<br>34.3% | 00094<br>56.6% | 00010<br>6.0% | 00005<br>3.0% | 00000<br>0.0% | J. FOLLOWING INSTRUCTIONS | 4.2 |
| 00051<br>33.8% | 00086<br>57.0% | 00013<br>8.6% | 00001<br>0.7% | 00000<br>0.0% | K. OPERATION OF EQUIPMENT | 4.2 |

Appendix K

PROJECT FOLLOW-UP

FOSID EMPLOYER ANALYSIS REPORT



REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-14-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-14-76

REPORT POPULATION SIZE 00178

** QUESTION 3: WHAT IS YOUR OVERALL RATING OF THE TRAINING RECEIVED BY THE GRADUATE(S) NAMED AS IT RELATES TO THE REQUIREMENTS OF HIS OR HER JOB?

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|
| 00060 | 00086 | 00024 | 00002 | 00000 | |
| 34.9% | 50.0% | 14.0% | 1.2% | 0.0% | 4.1 |

** QUESTION 4: WHAT, IN YOUR OPINION, IS THE JOB OUTLOOK FOR THE TWO-YEAR COLLEGE GRADUATE OF THE PROGRAM(S) COMPLETED BY THE EMPLOYEE(S) NAMED?

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00065 | 00086 | 00019 | 00002 | 00000 | PRESENT | |
| 37.8% | 50.0% | [illegible] | 1.2% | 0.0% | | 4.2 |
| 00080 | 00073 | 00013 | 00002 | 00000 | FUTURE | |
| 47.6% | 43.5% | 7.7% | 1.2% | 0.0% | | 4.3 |

** QUESTION 5: AS A RESULT OF THE GRADUATE'S COLLEGE TRAINING, HOW WOULD YOU RATE HIS OR HER PREPARATION IN RELATION TO OTHER EMPLOYEES WITHOUT SUCH COLLEGE TRAINING?

| NO BASIS FOR OPINION | GRADUATE IS BETTER PREPARED | BOTH ARE ABOUT THE SAME | GRADUATE IS LESS PREPARED |
|---|---|---|---|
| 00032 | 00121 | 00018 | 00003 |
| 18.4% | 69.5% | 10.3% | 1.7% |

PROJECT FOLLOW-UP

FC510 EMPLOYER ANALYSIS REPORT

PROFILE 030 PAGE 5

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-14-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-14-76

REPORT POPULATION SIZE 00178

** QUESTION 6: TO WHAT EXTENT, IF ANY, HAS THE GRADUATE'S COLLEGE TRAINING ADDED TO HIS OR HER ABILITY FOR JOB PLACEMENT AND ADVANCEMENT?

| VERY MUCH (5) | MUCH (4) | NEUTRAL (3) | VERY LITTLE (2) | NONE (1) | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|
| 00056 | 00075 | 00034 | 00008 | 00000 | |
| 32.4% | 43.5% | 19.7% | 4.6% | 0.0% | 4.0 |

** QUESTION 7: WHAT WAS THE PRIMARY SOURCE(S) FOR THE INITIAL HIRING OF THE GRADUATE(S) NAMED?

| EMPLOYMENT AGENCY | COLLEGE FACULTY MEMBER | COLLEGE JOB PLACEMENT OFFICE | MUTUAL ACQUAINTANCE | APPLICANT APPLIED ON OWN INITIATIVE | OTHER |
|---|---|---|---|---|---|
| 00005 | 00032 | 00008 | 00008 | 00102 | 00014 |
| 3.0% | 18.9% | 4.7% | 4.7% | 60.4% | 8.3% |

PROJECT FOLLOW-UP

EOS1D EMPLOYER ANALYSIS REPORT

PROFILE 030 PAGE 6

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-14-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-14-76

REPORT POPULATION SIZE 00178

DEMOGRAPHIC INFORMATION

ETHNIC GROUP

| | |
|---|---|
| 00160 89.9% | CAUCASIAN/WHITE |
| 00005 2.8% | BLACK |
| 00011 6.2% | HISPANIC |
| 00000 0.0% | ASIAN (ORIENTAL) OR PACIFIC ISLANDER |
| 00001 0.6% | AMERICAN INDIAN OR ALASKAN NATIVE |
| 00001 0.6% | UNDEFINED RACE |

SEX

| | |
|---|---|
| 00106 59.6% | MALE |
| 00071 39.9% | FEMALE |
| 00001 0.6% | UNDEFINED SEX |

PROJECT FOLLOW-UP

F0510 EMPLOYER ANALYSIS REPORT

PROFILE 014 PAGE 1

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00075

** QUESTION A: IS THE JOB TITLE AND STATUS OF THE ABOVE NAMED GRADUATE(S) ACCURATE?

| YES | NO |
|---|---|
| 00065 | 00009 |
| 87.8% | 12.2% |

** QUESTION B: WHAT IS YOUR RELATIONSHIP WITH ABOVE NAMED GRADUATE(S)?

| EMPLOYER | SUPERVISOR | PERSONNEL STAFF | CO-WORKER | OTHER |
|---|---|---|---|---|
| 00034 | 00036 | 00003 | 00000 | 00001 |
| 45.9% | 48.6% | 4.1% | 0.0% | 1.4% |

FOSIO EMPLOYER ANALYSIS REPORT

PROFILE 014 PAGE 2

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00075

** QUESTION 1: PLEASE RATE THE TRAINING RECEIVED BY THE GRADUATE IN THE FOLLOWING PERSONAL SKILL AREAS. PLEASE RESPOND ONLY TO THOSE AREAS YOU FEEL ARE APPROPRIATE.

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00020<br>27.4% | 00041<br>56.2% | 00008<br>11.0% | 00004<br>5.5% | 00000<br>0.0% | A. ACCEPTING RESPONSIBILITY | 4.0 |
| 00030<br>40.0% | 00040<br>53.3% | 00004<br>5.3% | 00000<br>0.0% | 00001<br>1.3% | B. PUNCTUALITY | 4.3 |
| 00022<br>29.3% | 00040<br>53.3% | 00008<br>10.7% | 00005<br>6.7% | 00000<br>0.0% | C. PERSONAL INITIATIVE | 4.0 |
| 00031<br>41.3% | 00035<br>46.7% | 00009<br>12.0% | 00000<br>0.0% | 00000<br>0.0% | D. WILLING TO LEARN | 4.2 |
| 00027<br>36.0% | 00036<br>48.0% | 00007<br>9.3% | 00005<br>6.7% | 00000<br>0.0% | E. COOPERATION WITH CO-WORKERS | 4.1 |
| 00023<br>31.1% | 00043<br>58.1% | 00007<br>9.5% | 00001<br>1.4% | 00000<br>0.0% | F. COOPERATION WITH MANAGEMENT | 4.1 |
| 00031<br>41.3% | 00036<br>48.0% | 00008<br>10.7% | 00000<br>0.0% | 00000<br>0.0% | G. WORK ATTENDANCE | 4.3 |
| 00026<br>36.1% | 00034<br>47.2% | 00011<br>15.3% | 00001<br>1.4% | 00000<br>0.0% | H. WORK ATTITUDE | 4.1 |
| 00029<br>39.7% | 00040<br>54.8% | 00003<br>4.1% | 00001<br>1.4% | 00000<br>0.0% | I. PERSONAL APPEARANCE | 4.3 |
| 00019<br>25.7% | 00047<br>63.5% | 00007<br>9.5% | 00001<br>1.4% | 00000<br>0.0% | J. COMPLIANCE WITH POLICIES | 4.1 |

Appendix L

PROJECT FOLLOW-UP

F051D EMPLOYER ANALYSIS REPORT

PROFILE 014 PAGE 3

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00075

** QUESTION 2: PLEASE RATE THE TRAINING RECEIVED BY THE GRADUATE(S) IN THE FOLLOWING TECHNICAL SKILL AREAS. PLEASE RESPOND ONLY TO THOSE AREAS YOU FEEL ARE APPLICABLE TO THE OCCUPATIONAL AREA.

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00004<br>10.8% | 00027<br>73.0% | 00004<br>10.8% | 00001<br>2.7% | 00001<br>2.7% | A. MATHEMATICAL SKILLS | 3.8 |
| 00016<br>23.2% | 00047<br>68.1% | 00004<br>5.8% | 00002<br>2.9% | 00000<br>0.0% | B. TECHNICAL KNOWLEDGE | 4.1 |
| 00010<br>15.6% | 00043<br>67.2% | 00007<br>10.9% | 00004<br>6.3% | 00000<br>0.0% | C. ORGANIZATIONAL ABILITY | 3.9 |
| 00014<br>22.2% | 00036<br>57.1% | 00008<br>12.7% | 00005<br>7.9% | 00000<br>0.0% | D. COMMUNICATION SKILLS | 3.9 |
| 00011<br>19.3% | 00034<br>59.6% | 00009<br>15.8% | 00003<br>5.3% | 00000<br>0.0% | E. PROBLEM SOLVING SKILLS | 3.9 |
| 00020<br>27.4% | 00045<br>61.6% | 00007<br>9.6% | 00001<br>1.4% | 00000<br>0.0% | F. WORK QUALITY | 4.1 |
| 00021<br>29.2% | 00039<br>54.2% | 00010<br>13.9% | 00002<br>2.8% | 00000<br>0.0% | G. WORK QUANTITY | 4.0 |
| 00012<br>21.1% | 00034<br>59.6% | 00010<br>17.5% | 00001<br>1.8% | 00000<br>0.0% | H. MANUAL DEXTERITY | 4.0 |
| 00012<br>21.1% | 00038<br>66.7% | 00006<br>10.5% | 00001<br>1.8% | 00000<br>0.0% | I. MEETING THE PUBLIC | 4.0 |
| 00014<br>19.4% | 00049<br>68.1% | 00006<br>8.3% | 00003<br>4.2% | 00000<br>0.0% | J. FOLLOWING INSTRUCTIONS | 4.0 |
| 00014<br>20.6% | 00047<br>69.1% | 00006<br>8.8% | 00001<br>1.5% | 00000<br>0.0% | K. OPERATION OF EQUIPMENT | 4.0 |



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FOSID EMPLOYER ANALYSIS REPORT



REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00075

** QUESTION 3: WHAT IS YOUR OVERALL RATING OF THE TRAINING RECEIVED BY THE GRADUATE(S) NAMED AS IT RELATES TO THE REQUIREMENTS OF HIS OR HER JOB?

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|
| 00021<br>28.4% | 00042<br>56.8% | 00010<br>13.5% | 00001<br>1.4% | 00000<br>0.0% | 4.1 |

** QUESTION 4: WHAT, IN YOUR OPINION, IS THE JOB OUTLOOK FOR THE TWO-YEAR COLLEGE GRADUATE OF THE PROGRAM(S) COMPLETED BY THE EMPLOYEE(S) NAMED?

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00018<br>24.7% | 00046<br>63.0% | 00007<br>9.6% | 00002<br>2.7% | 00000<br>0.0% | PRESENT | 4.0 |
| 00027<br>39.1% | 00036<br>52.2% | 00005<br>7.2% | 00001<br>1.4% | 00000<br>0.0% | FUTURE | 4.2 |

** QUESTION 5: AS A RESULT OF THE GRADUATE'S COLLEGE TRAINING, HOW WOULD YOU RATE HIS OR HER PREPARATION IN RELATION TO OTHER EMPLOYEES WITHOUT SUCH COLLEGE TRAINING?

| NO BASIS FOR OPINION | GRADUATE IS BETTER PREPARED | BOTH ARE ABOUT THE SAME | GRADUATE IS LESS PREPARED |
|---|---|---|---|
| 00016<br>21.9% | 00044<br>60.3% | 00010<br>13.7% | 00003<br>4.1% |

FOS1D EMPLOYER ANALYSIS REPORT

PROFILE 014 PAGE 5

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00075

** QUESTION 6: TO WHAT EXTENT, IF ANY, HAS THE GRADUATE'S COLLEGE TRAINING ADDED TO HIS OR HER ABILITY FOR JOB PLACEMENT AND ADVANCEMENT?

| VERY MUCH (5) | MUCH (4) | NEUTRAL (3) | VERY LITTLE (2) | NONE (1) | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|
| 00020 | 00032 | 00016 | 00005 | 00000 | 3.9 |
| 27.4% | 43.8% | 21.9% | 6.8% | 0.0% | |

** QUESTION 7: WHAT WAS THE PRIMARY SOURCE(S) FOR THE INITIAL HIRING OF THE GRADUATE(S) NAMED?

| EMPLOYMENT AGENCY | COLLEGE FACULTY MEMBER | COLLEGE JOB PLACEMENT OFFICE | MUTUAL ACQUAINTANCE | APPLICANT APPLIED ON OWN INITIATIVE | OTHER |
|---|---|---|---|---|---|
| 00002 | 00009 | 00004 | 00001 | 00054 | 00004 |
| 2.7% | 12.2% | 5.4% | 1.4% | 73.0% | 5.4% |

Appendix L

PROJECT FOLLOW-UP

F051D EMPLOYER ANALYSIS REPORT

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

REPORT POPULATION SIZE 00075

PROFILE C14 PAGE 6

PROFILE DATE 05-25-76

DATA EFFECTIVITY DATE 05-25-76

DEMOGRAPHIC INFORMATION

Appendix L

ETHNIC GROUP

| | |
|---|---|
| 00062 82.7% | CAUCASIAN/WHITE |
| 00004 5.3% | BLACK |
| 00007 9.3% | HISPANIC |
| 00000 0.0% | ASIAN (ORIENTAL) OR PACIFIC ISLANDER |
| 00001 1.3% | AMERICAN INDIAN OR ALASKAN NATIVE |
| 00001 1.3% | UNDEFINED RACE |

SEX

| | |
|---|---|
| 00013 17.3% | MALE |
| 00061 81.3% | FEMALE |
| 00001 1.3% | UNDEFINED SEX |

PROJECT FOLLOW-UP

F051D EMPLOYER ANALYSIS REPORT

PROFILE 014 PAGE 1

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00068

** QUESTION A: IS THE JOB TITLE AND STATUS OF THE ABOVE NAMED GRADUATE(S) ACCURATE?

| YES | NO |
|---|---|
| 00050 | 00015 |
| 76.9% | 23.1% |

** QUESTION B: WHAT IS YOUR RELATIONSHIP WITH ABOVE NAMED GRADUATE(S)?

| EMPLOYER | SUPERVISOR | PERSONNEL STAFF | CO-WORKER | OTHER |
|---|---|---|---|---|
| 00012 | 00047 | 00011 | 00001 | 00003 |
| 16.2% | 63.5% | 14.9% | 1.4% | 4.1% |

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PROJECT FOLLOW-UP

FOSID EMPLOYER ANALYSIS REPORT — PROFILE 014 PAGE 2

REPORT COLLEGE AMARILLO COLLEGE AMARILLO — PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS — DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00068

** QUESTION 1: PLEASE RATE THE TRAINING RECEIVED BY THE GRADUATE IN THE FOLLOWING PERSONAL SKILL AREAS. PLEASE RESPOND ONLY TO THOSE AREAS YOU FEEL ARE APPROPRIATE.

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00025<br>39.7% | 00034<br>54.0% | 00003<br>4.8% | 00001<br>1.6% | 00000<br>0.0% | A. ACCEPTING RESPONSIBILITY | 4.3 |
| 00030<br>50.0% | 00025<br>41.7% | 00005<br>8.3% | 00000<br>0.0% | 00000<br>0.0% | B. PUNCTUALITY | 4.4 |
| 00021<br>35.0% | 00030<br>50.0% | 00008<br>13.3% | 00001<br>1.7% | 00000<br>0.0% | C. PERSONAL INITIATIVE | 4.1 |
| 00029<br>46.8% | 00028<br>45.2% | 00004<br>6.5% | 00001<br>1.6% | 00000<br>0.0% | D. WILLING TO LEARN | 4.3 |
| 00033<br>50.8% | 00028<br>43.1% | 00004<br>6.2% | 00000<br>0.0% | 00000<br>0.0% | E. COOPERATION WITH CO-WORKERS | 4.4 |
| 00028<br>43.8% | 00029<br>45.3% | 00005<br>7.8% | 00001<br>1.6% | 00001<br>1.6% | F. COOPERATION WITH MANAGEMENT | 4.2 |
| 00033<br>55.0% | 00026<br>43.3% | 00001<br>1.7% | 00000<br>0.0% | 00000<br>0.0% | G. WORK ATTENDANCE | 4.5 |
| 00028<br>44.4% | 00031<br>49.2% | 00004<br>6.3% | 00000<br>0.0% | 00000<br>0.0% | H. WORK ATTITUDE | 4.3 |
| 00020<br>32.3% | 00039<br>62.9% | 00003<br>4.8% | 00000<br>0.0% | 00000<br>0.0% | I. PERSONAL APPEARANCE | 4.2 |
| 00027<br>44.3% | 00029<br>47.5% | 00005<br>8.2% | 00000<br>0.0% | 00000<br>0.0% | J. COMPLIANCE WITH POLICIES | 4.3 |

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REPORT COLLEGE AMARILLO COLLEGE AMARILLO

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

PROFILE DATE 05-25-76

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00068

** QUESTION 2: PLEASE RATE THE TRAINING RECEIVED BY THE GRADUATE(S) IN THE FOLLOWING TECHNICAL SKILL AREAS. PLEASE RESPOND ONLY TO THOSE AREAS YOU FEEL ARE APPLICABLE TO THE OCCUPATIONAL AREA.

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00005<br>11.6% | 00025<br>58.1% | 00013<br>30.2% | 00000<br>0.0% | 00000<br>0.0% | A. MATHEMATICAL SKILLS | 3.8 |
| 00013<br>22.8% | 00033<br>57.9% | 00010<br>17.5% | 00001<br>1.8% | 00000<br>0.0% | B. TECHNICAL KNOWLEDGE | 4.0 |
| 00013<br>27.1% | 00023<br>47.9% | 00010<br>20.8% | 00002<br>4.2% | 00000<br>0.0% | C. ORGANIZATIONAL ABILITY | 3.9 |
| 00012<br>20.7% | 00033<br>56.9% | 00012<br>20.7% | 00001<br>1.7% | 00000<br>0.0% | D. COMMUNICATION SKILLS | 3.9 |
| 00015<br>26.3% | 00031<br>54.4% | 00010<br>17.5% | 00001<br>1.8% | 00000<br>0.0% | E. PROBLEM SOLVING SKILLS | 4.0 |
| 00021<br>33.9% | 00036<br>58.1% | 00005<br>8.1% | 00000<br>0.0% | 00000<br>0.0% | F. WORK QUALITY | 4.2 |
| 00023<br>41.1% | 00031<br>55.4% | 00001<br>1.8% | 00001<br>1.8% | C0000<br>0.0% | G. WORK QUANTITY | 4.3 |
| 0001C<br>23.8% | 00024<br>57.1% | 00008<br>19.0% | 00000<br>0.0% | 00000<br>0.0% | H. MANUAL DEXTERITY | 4.0 |
| 00016<br>30.8% | 00028<br>53.8% | 00008<br>15.4% | 00000<br>0.0% | 00000<br>0.0% | I. MEETING THE PUBLIC | 4.1 |
| 00022<br>36.7% | 00033<br>55.0% | 00004<br>6.7% | 00001<br>1.7% | 00000<br>0.0% | J. FOLLOWING INSTRUCTIONS | 4.2 |
| 00016<br>32.0% | 00028<br>56.0% | 00006<br>12.0% | 00000<br>0.0% | C0000<br>0.0% | K. OPERATION OF EQUIPMENT | 4.2 |

PROJECT FOLLOW-UP

FOSID EMPLOYER ANALYSIS REPORT

PROFILE 014 PAGE 4

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00068

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** QUESTION 3: WHAT IS YOUR OVERALL RATING OF THE TRAINING RECEIVED BY THE GRADUATE(S) NAMED AS IT RELATES TO THE REQUIREMENTS OF HIS OR HER JOB?

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|
| 00020 | 00033 | 00011 | 00001 | 00000 | |
| 30.8% | 50.8% | 16.9% | 1.5% | 0.0% | 4.1 |

** QUESTION 4: WHAT, IN YOUR OPINION, IS THE JOB OUTLOOK FOR THE TWO-YEAR COLLEGE GRADUATE OF THE PROGRAM(S) COMPLETED BY THE EMPLOYEE(S) NAMED?

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00025 | 00030 | 00009 | 00000 | 00000 | PRESENT | |
| 39.1% | 46.9% | 14.1% | 0.0% | 0.0% | | 4.2 |
| 00028 | 00028 | 00007 | 00001 | 00000 | FUTURE | |
| 43.8% | 43.8% | 10.9% | 1.6% | 0.0% | | 4.2 |

** QUESTION 5: AS A RESULT OF THE GRADUATE'S COLLEGE TRAINING, HOW WOULD YOU RATE HIS OR HER PREPARATION IN RELATION TO OTHER EMPLOYEES WITHOUT SUCH COLLEGE TRAINING?

| NO BASIS FOR OPINION | GRADUATE IS BETTER PREPARED | BOTH ARE ABOUT THE SAME | GRADUATE IS LESS PREPARED |
|---|---|---|---|
| 00012 | 00047 | 00007 | 00000 |
| 18.2% | 71.2% | 10.6% | 0.0% |

PROJECT FOLLOW-UP

F0510 EMPLOYER ANALYSIS REPORT — PROFILE 014 PAGE 5

REPORT COLLEGE AMARILLO COLLEGE AMARILLO — PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS — DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00068

** QUESTION 6: TO WHAT EXTENT, IF ANY, HAS THE GRADUATE'S COLLEGE TRAINING ADDED TO HIS OR HER ABILITY FOR JOB PLACEMENT AND ADVANCEMENT?

| VERY MUCH (5) | MUCH (4) | NEUTRAL (3) | VERY LITTLE (2) | NONE (1) | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|
| 00014 | 00034 | 00015 | 00002 | 00000 | 3.9 |
| 21.5% | 52.3% | 23.1% | 3.1% | 0.0% | |

** QUESTION 7: WHAT WAS THE PRIMARY SOURCE(S) FOR THE INITIAL HIRING OF THE GRADUATE(S) NAMED?

| EMPLOYMENT AGENCY | COLLEGE FACULTY MEMBER | COLLEGE JOB PLACEMENT OFFICE | MUTUAL ACQUAINTANCE | APPLICANT APPLIED ON OWN INITIATIVE | OTHER |
|---|---|---|---|---|---|
| 00001 | 00006 | 00003 | 00004 | 00041 | 00007 |
| 1.6% | 9.7% | 4.8% | 6.5% | 66.1% | 11.3% |

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PROJECT FOLLOW-UP

F0510 EMPLOYER ANALYSIS REPORT — PROFILE 014 PAGE 6

REPORT COLLEGE AMARILLO COLLEGE AMARILLO — PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS — DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00068

DEMOGRAPHIC INFORMATION

Appendix M

| ETHNIC GROUP | | SEX | |
|---|---|---|---|
| 00065 95.6% | CAUCASIAN/WHITE | 00058 85.3% | MALE |
| 00001 1.5% | BLACK | 00010 14.7% | FEMALE |
| 00002 2.9% | HISPANIC | 00000 0.0% | UNDEFINED SEX |
| 00000 0.0% | ASIAN (ORIENTAL) OR PACIFIC ISLANDER | | |
| 00000 0.0% | AMERICAN INDIAN OR ALASKAN NATIVE | | |
| 00000 0.0% | UNDEFINED RACE | | |

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REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00035

** QUESTION A IS THE JOB TITLE AND STATUS OF THE ABOVE NAMED GRADUATE(S) ACCURATE

| YES | NO |
|---|---|
| 00019 | 00002 |
| 90.5% | 9.5% |

** QUESTION B WHAT IS YOUR RELATIONSHIP WITH ABOVE NAMED GRADUATE(S)

| EMPLOYER | SUPERVISOR | PERSONNEL STAFF | CO-WORKER | OTHER |
|---|---|---|---|---|
| 00022 | 00010 | 00001 | 00000 | 00003 |
| 61.1% | 27.8% | 2.8% | 0.0% | 8.3% |

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FOSID EMPLOYER ANALYSIS REPORT

PROFILE 008 PAGE 2

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

PROFILE DATE 05-25-76

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

DATA EFFECTIVITY DATE 05-25-76

REPORT POPULATION SIZE 00035

** QUESTION 1 PLEASE RATE THE TRAINING RECEIVED BY THE GRADUATE IN THE FOLLOWING PERSONAL SKILL AREAS. PLEASE RESPOND ONLY TO THOSE AREAS YOU FEEL ARE APPROPRIATE.

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00020<br>60.6% | 00011<br>33.3% | 00002<br>6.1% | 00000<br>0.0% | 00000<br>0.0% | A. ACCEPTING RESPONSIBILITY | 4.5 |
| 00025<br>75.8% | 00008<br>24.2% | 00000<br>0.0% | 00000<br>0.0% | 00000<br>0.0% | B. PUNCTUALITY | 4.7 |
| 00020<br>60.6% | 00010<br>30.3% | 00003<br>9.1% | 00000<br>0.0% | 00000<br>0.0% | C. PERSONAL INITIATIVE | 4.5 |
| 00026<br>74.3% | 00009<br>25.7% | 00000<br>0.0% | 00000<br>0.0% | 00000<br>0.0% | D. WILLING TO LEARN | 4.7 |
| 00024<br>70.6% | 00009<br>26.5% | 00001<br>2.9% | 00000<br>0.0% | 00000<br>0.0% | E. COOPERATION WITH CO-WORKERS | 4.6 |
| 00022<br>64.7% | 00011<br>32.4% | 00001<br>2.9% | 00000<br>0.0% | 00000<br>0.0% | F. COOPERATION WITH MANAGEMENT | 4.6 |
| 00026<br>76.5% | 00007<br>20.6% | 00001<br>2.9% | 00000<br>0.0% | 00000<br>0.0% | G. WORK ATTENDANCE | 4.7 |
| 00025<br>71.4% | 00010<br>28.6% | 00000<br>0.0% | 00000<br>0.0% | 00000<br>0.0% | H. WORK ATTITUDE | 4.7 |
| 00021<br>61.8% | 00013<br>38.2% | 00000<br>0.0% | 00000<br>0.0% | 00000<br>0.0% | I. PERSONAL APPEARANCE | 4.6 |
| 00023<br>67.6% | 00011<br>32.4% | 00000<br>0.0% | 00000<br>0.0% | 00000<br>0.0% | J. COMPLIANCE WITH POLICIES | 4.6 |

FOSID EMPLOYER ANALYSIS REPORT

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

REPORT POPULATION SIZE 00035

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PROFILE DATE 05-25-76

DATA EFFECTIVITY DATE 05-25-76

** QUESTION 2 PLEASE RATE THE TRAINING RECEIVED BY THE GRADUATE(S) IN THE FOLLOWING TECHNICAL SKILL AREAS. PLEASE RESPOND ONLY TO THOSE AREAS YOU FEEL ARE APPLICABLE TO THE OCCUPATIONAL AREA.

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00010<br>34.5% | 00015<br>51.7% | 00004<br>13.8% | 00000<br>0.0% | 00000<br>0.0% | A. MATHEMATICAL SKILLS | 4.2 |
| 00018<br>52.9% | 00013<br>38.2% | 00003<br>8.8% | 00000<br>0.0% | 00000<br>0.0% | B. TECHNICAL KNOWLEDGE | 4.4 |
| 00018<br>60.0% | 00005<br>16.7% | 00006<br>20.0% | 00000<br>0.0% | 00001<br>3.3% | C. ORGANIZATIONAL ABILITY | 4.3 |
| 00013<br>41.9% | 00016<br>51.6% | 00001<br>3.2% | 00001<br>3.2% | 00000<br>0.0% | D. COMMUNICATION SKILLS | 4.3 |
| 00019<br>59.4% | 00009<br>28.1% | 00004<br>12.5% | 00000<br>0.0% | 00000<br>0.0% | E. PROBLEM SOLVING SKILLS | 4.4 |
| 00022<br>64.7% | 00009<br>26.5% | 00003<br>8.8% | 00000<br>0.0% | 00000<br>0.0% | F. WORK QUALITY | 4.5 |
| 00020<br>62.5% | 00007<br>21.9% | 00004<br>12.5% | 00001<br>3.1% | 00000<br>0.0% | G. WORK QUANTITY | 4.4 |
| 00020<br>64.5% | 00007<br>22.6% | 00003<br>9.7% | 00001<br>3.2% | 00000<br>0.0% | H. MANUAL DEXTERITY | 4.4 |
| 00018<br>60.0% | 00010<br>33.3% | 00002<br>6.7% | 00000<br>0.0% | 00000<br>0.0% | I. MEETING THE PUBLIC | 4.5 |
| 00021<br>61.8% | 00012<br>35.3% | 00000<br>0.0% | 00001<br>2.9% | 00000<br>0.0% | J. FOLLOWING INSTRUCTIONS | 4.5 |
| 00021<br>63.6% | 00011<br>33.3% | 00001<br>3.0% | 00000<br>0.0% | 00000<br>0.0% | K. OPERATION OF EQUIPMENT | 4.6 |

F0510 EMPLOYER ANALYSIS REPORT

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

REPORT POPULATION -COMPOSITE - ALL COMBINED MAJORS

REPORT POPULATION SIZE 00035



PROFILE DATE 05-25-76

DATA EFFECTIVITY DATE 05-25-76

Appendix N

** QUESTION 3 WHAT IS YOUR OVERALL RATING OF THE TRAINING RECEIVED BY THE GRADUATE(S) NAMED AS IT RELATES TO THE REQUIREMENTS OF HIS OR HER JOB

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|
| 00019 | 00011 | 00003 | 00000 | 00000 | |
| 57.6% | 33.3% | 9.1% | 0.0% | 0.0% | 4.4 |

** QUESTION 4 WHAT, IN YOUR OPINION, IS THE JOB OUTLOOK FOR THE TWO-YEAR COLLEGE GRADUATE OF THE PROGRAM(S) COMPLETED BY THE EMPLOYEE(S) NAMED

| VERY GOOD (5) | GOOD (4) | NEUTRAL (3) | POOR (2) | VERY POOR (1) | | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|---|
| 00022 | 00010 | 00003 | 00000 | 00000 | PRESENT | |
| 62.9% | 28.6% | 8.6% | 0.0% | 0.0% | | 4.5 |
| 00025 | 00009 | 00001 | 00000 | 00000 | FUTURE | |
| 71.4% | 25.7% | 2.9% | 0.0% | 0.0% | | 4.6 |

** QUESTION 5 AS A RESULT OF THE GRADUATE'S COLLEGE TRAINING, HOW WOULD YOU RATE HIS OR HER PREPARATION IN RELATION TO OTHER EMPLOYEES WITHOUT SUCH COLLEGE TRAINING

| NO BASIS FOR OPINION | GRADUATE IS BETTER PREPARED | BOTH ARE ABOUT THE SAME | GRADUATE IS LESS PREPARED |
|---|---|---|---|
| 00004 | 00030 | 00001 | 00000 |
| 11.4% | 85.7% | 2.9% | 0.0% |

Appendix N

FOSID EMPLOYER ANALYSIS REPORT

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

REPORT POPULATION SIZE 00035

PROFILE DOR PAGE 5

PROFILE DATE 05-25-76

DATA EFFECTIVITY DATE 05-25-76

** QUESTION 6 TO WHAT EXTENT, IF ANY, HAS THE GRADUATE'S COLLEGE TRAINING ADDED TO HIS OR HER ABILITY FOR JOB PLACEMENT AND ADVANCEMENT

| VERY MUCH (5) | MUCH (4) | NEUTRAL (3) | VERY LITTLE (2) | NONE (1) | AVERAGE SCORE (1 TO 5) |
|---|---|---|---|---|---|
| 00022 | 00009 | 00003 | 00001 | 00000 | |
| 62.9% | 25.7% | 8.6% | 2.9% | 0.0% | 4.4 |

** QUESTION 7 WHAT WAS THE PRIMARY SOURCE(S) FOR THE INITIAL HIRING OF THE GRADUATE(S) NAMED

| EMPLOYMENT AGENCY | COLLEGE FACULTY MEMBER | COLLEGE JOB PLACEMENT OFFICE | MUTUAL ACQUAINTANCE | APPLICANT APPLIED ON OWN INITIATIVE | OTHER |
|---|---|---|---|---|---|
| 00002 | 00017 | 00001 | 00003 | 00007 | 00003 |
| 6.1% | 51.5% | 3.0% | 9.1% | 21.2% | 9.1% |

F0510 EMPLOYER ANALYSIS REPORT

REPORT COLLEGE AMARILLO COLLEGE AMARILLO

REPORT POPULATION COMPOSITE - ALL COMBINED MAJORS

REPORT POPULATION SIZE 00035

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PROFILE DATE 05-25-76

DATA EFFECTIVITY DATE 05-25-76

Appendix K

DEMOGRAPHIC INFORMATION

ETHNIC GROUP

| | | |
|---|---|---|
| 00033<br>94.3% | CAUCASIAN/WHITE | |
| 00000<br>0.0% | BLACK | |
| 00002<br>5.7% | HISPANIC | |
| 00000<br>0.0% | ASIAN (ORIENTAL) OR PACIFIC ISLANDER | |
| 00000<br>0.0% | AMERICAN INDIAN OR ALASKAN NATIVE | |
| 00000<br>0.0% | UNDEFINED RACE | |

SEX

| | |
|---|---|
| 00035<br>100.0% | MALE |
| 00000<br>0.0% | FEMALE |
| 00000<br>0.0% | UNDEFINED SEX |

## NARRATIVE RESPONSES FROM QUESTION SECTION

**A. Is the job title and status of the above named graduate accurate?**

Descriptions of "No" Responses:

"Graduate Respiratory Therapist" (2)
"Radiologic Technologist"
"Medical Radiology Technician (Diagnosis)" (2)
"Senior Programmer"
"Second Year Apprentice Instrumentman"
"Instrument Technical Apprentice"
"Clerk Typist"
"Inspector"
"Equipment Service Representative"
"Senior Secretary"
"Stenographer-Clerk, Purchasing"
"Third Year Apprentice Electrician"
"Dispatcher"
"Quality Foreman"
"Insurance Clerk Typist"
"Air Cond., Ref., and Appliance Repair"
"R.N. Team Leader"
"Service Technician"

**B. What is your relationship with the above named graduate?**

Descriptions of "Other" Responses:

"Chief of Police"
"Plant Manager"
"My Husband"
"Manager"
"Business Agent" (2)
"School Principal"

**7. What was the primary source(s) for the initial hiring of the graduate named?**

Descriptions of "Other" Responses:

"Mr. _____called employment head about top graduates."
"Was already part time employee before my tenure."
"Asked by supervisor if I would be interested in working for them."

"Had _____as student and employee."
"Student in my office."
"Was here as a student. Good student."
"Had student in clinical training."
"To set up a Biomedical Engineering department."
"Referred by civil service commission 2 years ago."
"He owns business."
"Hired several years prior to graduating from your institution."
"_____had worked in our hospital as an ICT student while in high school."
"Needed another electronics technician and his name and background was recommended through an acquaintance at the college."
"Worked as a nursing assistant."
"Graduate was a full time employee before going to school."
"I attended A.C. at the same time."
"Employee was on payroll prior to my employment."
"Do not know as I was employed after this person was."
"Worked for us before college training.
"Former hygienist."
"Transfer from another department."
"Met him in college."
"Graduate was FAA employee while attending Amarillo College."
"All above."
"Unsure if there were other sources."

## NARRATIVE RESPONSES FROM COMMENT SECTION

**A.. What suggestions do you have for improving the technical and/or personal skills of future graduates?**

"Care and use IPPB equipment. Care and change of permanent tracheostomy. Operating a small autoclave and the drapping and dating of supplies. The importance of date of expiration."

"Teach more about minor repairs and not as much about major overhauls."

"Leadership and management, priority setting, amd communication."

"More emphasis on practical math - algebra, geometry, etc. More field trips to observe first hand what he is attempting to relate on paper."

"Work closer with oil and gas companies to determine what their needs are. Fewer machine drawings and more practical, useful drawings."

"Instill some pride in their work (hard-to-do-isn't-it). Course's offered may be fine, but this particular student has only a neutral understanding (seemingly) of electronics."

"Closer clinical supervision. Encourage continuing education."

"Recommend more training such as intravenous techniques and administration. Recommend more training such as assisting Dr.'s perform procedures i.e., procto exams, dressing changes, etc. Recommend training in isolation skills."

"Screen students to assure aptitude."

"Longer training. Courses related to Air Cond. and Ref. More trouble shooting and problem solving."

"Include more practical problems and have them evaluated by instructors at conclusion."

"Personal initiative. Work attitude."

"None, program is excellent."

"Need to know about state laws, county and city ordinances and court decisions."

"Realize patient is customer."

"Don't know if _____training is directly related to her job here but she's doing a fine job working with trainable mentally retarded youngsters. We'd like her to finish college and get a teaching degree."

"I attempted to orient my responses to the actual affect of the training on his performance. This is not meant as an employee appraisal. _____had 4 years on the job experience and the basics which were taught were more of an exercise than a learning experience."

"I feel the college has done as well as possible with this graduate. The areas of weakness I attribute much to background and self complex of Latin American heritage."

"More extensive work on ice machines be added to the department."

"Supervisory experience."

"Unable to determine true capabilities and desire of this type employee. Too many intangible factors enter into conduct of employment."

"More training in management toward the end of year."

"As a graduate of A.C. myself, I find that a course or two in some sort of writing (reports, technical, etc.) would be benefical to the police recruit."

"Diadetic training and indepth technical skills in special procedure for better job opportunities as well as a means for complete program and job outlook for present and future years. Add separate special procedure program in to college curriculum to aid further advancement of future technologists."

"More clinical hours in the hospital; more theory and more benchwork in school. Update material being taught. More training in the area of equipment and related areas."

"How do you 'teach' someone to accept responsibility, to show initiative and willingness to learn, and to use common sense?"

"None. If you have anymore people with near his ability please contact me. Can use part time or full time that have some color knowledge."

"Unable to determine due to the short time which employee has held position."

"Provide more competency evaluation by simulation and more clinical problem solving. Develop more complete behavioral objectives."

"If possible, they should be taught more laboratory procedures."

"More clinical experience."

"More clinical training."

"Need additional emphasis on professional ethics."

"They need more experience in 'shift work'. At present they do one 3-11 and one 11-7. That is not enough for a student to realize all the responsibilities of these shifts."

"More leadership skills."

"Provide more competency evaluation in simulation, and clinical problem solving. Develop better behavioral objectives."

"Emphasis on professional conduct and ethics."

"I think the program that Amarillo College has been teaching is great and places a highly trained technician out into industry. This survey is being returned because the hospital personnel are very vague as to what a B.M.E.T. is. I rated technicians for many years in the military service but to do so I had to possess equal knowledge in his field. I hope this note and the checks made on your survey tell you something, also I'm asking you not to send another survey on me to this hospital."

"The areas that you wish evaluated must be observed over a period of time for a meaningful input. I have had only three weeks to observe the subject person. I do not feel that this is a sufficient time for a proper evaluation. I will be glad to complete your questionnaire after a six month observation period."

"Additional leadership skills."

"Better training of drugs, for medication nurse positions."

"Present a more professional manner to each student."

"They could stand more practice but I suppose that can only come with experience. I have been very pleased."

"My knowledge of the work of this man is limited to sitting across from him at a Union Management bargaining table. Not the best basis for rating. I have no knowledge of him before he took this course."

"I could not make comment on the training aspect of the college. If _____is an example of the quality of personal the school produces I feel it does a fine job."

"More application of teamleading. In smaller hospitals, it is most important that the LVN assume responsibility."

"Less people in the class."

"More detailed program with special emphasis on area requirements. Mapping, Surveying, Pipping, Civil."

"Though I am not familiar with Amarillo College and its programs, I tend to think that in addition to technical skills work quality should be emphasized to a greater extent in technical school."

"MHA Program should be integrated with a 4-year program at WTSU which would permit upward mobility to a B.S. in Mental Health or it should be clearly identified as a program from which upward mobility is not planned."

## NARRATIVE RESPONSES FROM COMMENT SECTION

**B. What, in your opinion, are additional areas of training (job titles, skills, etc.) in which our college should become involved?**

"The difference in being a Charge Nurse in a hospital and a nursing home. How to staff a facility, without having overtime. Interview personnel."

"More on the job training."

"Management."

"More piping detail drawing and not so much architecture."

"Expand electronic's programs."

"More business experience, telephone technique."

"A course in fingerprint classification, a full semester."

"If any way at all, please have more patient orientation."

"Management course."

"Actual work with equipment used in all phases of special procedures for familarity and working knowledge to improve skills related to job titles."

"Heavy electrical training as well as electronics i.e. AC, DC, motor theory, protective relaying, power distribution and 3 phase transformers. Pneumatic and hydraulic process control instrumentation to be incorporated with industrial electronics courses."

"More actual assisting. Some basic bookkeeping. Better knowledge of dental equipment and what it is used for."

"Training in all phases of minor office laboratory procedures."

"Team leading."

"I'm not sure if you have one or not but Vet. assistance courses would be good and agricultural courses."

"Post Grad. course, O.R. Nursing."

"CB repairs, FCC licenses."

"Medical transcriptionists."

"Of course, piano tuning and repair technology is important to us. Training is hard to find and no young people are pursuing this vocation, therefore it is a dying art at the present. Most piano tuners are in excess of 50 years of age at the present time. In 10 or 20 years from now, these people will be gone."

# Appendix P

## GRADUATE FOLLOW-UP STUDY 1975

In 1975 Amarillo College graduated 544 students with certificates or degrees from the School of Arts & Sciences (transfer) 95 (17%), School of Biomedical Arts & Sciences 196 (36%), School of Technology 152 (28%) and the School of Vocational Arts 101 (19%). After establishing this survey population, 544 follow-up questionnaires and cover letters were mailed January 9, 1976, which netted 64% (215) of the total response. As a follow-up we conducted a telephone reminder campaign February 2, 1976, which netted a 6% (19) response, then we mailed a second wave of questionnaires and cover letters on February 20, 1976, which netted a 30% (100) response for a total of 61% (334) response rate. A breakdown of the total population and response rate from each school is as follows:

A. Arts & Sciences 17% of population; 23% of responses
B. Biomedical 36% of population; 31% of responses
C. Technology 28% of population; 28% of responses
D. Vocational 19% of population; 18% of responses

DEMOGRAPHIC DATA

A total of 61% of the respondents indicated they were married, 5% divorced and 29% single (5% no response). A total of 38% of the respondents indicated they had 2.2 children each. Of the total respondents, 63% indicated they worked an average of 37 hours per week to finance their education. 54% of the '75 graduate respondents are males and 46% female.

Breakdown by school:

| | Arts & Sciences | Biomedical | Technical | Vocational |
|---|---|---|---|---|
| Married | 35% | 54% | 77% | 85% |
| Divorced | 3% | 12% | 3% | 0% |
| Single | 62% | 26% | 19% | 9% |
| Children | 17% (Avg. 1.8 child) | 32% (Avg. 2.4 children) | 55% (avg. 2.1 children) | 48%(av 2.3 ch) |
| Work | 53% (Avg 29 hr pw) | 39% (Avg 32 hr pw) | 85% (avg 39 hr pw) | 79%(av 37 hrpw) |
| Male | 42% | 15% | 80% | 100% |
| Female | 58% | 85% | 20% | 0% |

SCHOOL OF ARTS & SCIENCES (TRANSFER)

81% of the respondents transferred to the senior colleges listed: West Texas State University (48%); Texas Tech University (22%); University of Texas at Austin (16%); Texas Women's University, Oklahoma State, University of Texas at El Paso, East Texas State, Stephen F. Austin, Kansas State Pittsburg, Southwest Texas State, University of Houston, and Wayland College (total of 14%). Only 9.5% of the transfer respondents reported any problems in transferring to the colleges listed above.

EMPLOYMENT STATISTICS AND SALARY INFORMATION

| Major | 1975 Grads | % of '75 Grads Resp to Quest. | % Employed Full time or Part time | % Employed in field or related field | Monthly Average Salary Range |
|---|---|---|---|---|---|
| **SCHOOL OF BIO-MEDICAL ARTS AND SCIENCES** | | | | | |
| Asso Degree Nursing | 48 | 60% | 83% | 83% | $800-899 |
| Child Care | 8 | 50% | 75% | 75% | $400-499 |
| Dental Assisting | 19 | 42% | 88% | 75% | $400-499 |
| Dental Hygiene | 20 | 35% | 86% | 86% | $900-999 |
| Lic Vocational Nursing | 44 | 50% | 86% | 77% | $500-599 |
| Medical Laboratory | 14 | 36% | 80% | 60% | $600-699 |
| Medical Office Secretary | 1 | 100% | 100% | No Reply | $400-499 |
| Medical Records | 7 | 86% | 67% | 83% | $400-499 |
| Mental Health | 11 | 91% | 80% | 40% | $400-499 |
| Radiologic Technology | 17 | 53% | 89% | 100% | $800-899 |
| Respiratory Therapy | 7 | 43% | 100% | 100% | $800-899 |
| TOTALS | 196 | 53% | 84% | 77% | $600-699 |
| 73% were employed in Amarillo. 48% were employed in the field prior to completion. | | | | | |
| **SCHOOL OF TECHNOLOGY** | | | | | |
| Data Processing | 5 | 100% | 60% | 100% | $700-799 |
| Drafting Design | 4 | 100% | 100% | 100% | $800-899 |
| Electronics Technology | 31 | 61% | 95% | 89% | $900-999 |
| Fire Protection | 3 | 100% | 100% | 100% | $900-999 |
| Hospitality Management | 1 | 100% | 100% | 100% | $400-499 |
| Mid-Management | 38 | 71% | 97% | 63% | $1000-1099 |
| Office Occupations | 40 | 25% | 70% | 70% | $500-599 |
| Photography | 5 | 80% | 100% | 20% | $900-999 |
| Law Enforcement | 17 | 88% | 100% | 80% | $800-899 |
| Radio-TV Production | 6 | 67% | 100% | 75% | $800-899 |
| Retail Merchandising | 2 | 100% | 50% | 50% | $500-599 |
| TOTALS | 152 | 62% | 90% | 76% | $800-899 |
| 84% were employed in Amarillo. 55% were employed in the field prior to completion. | | | | | |
| **SCHOOL OF VOCATIONAL ARTS AND SCIENCES** | | | | | |
| Air Conditioning | 41 | 59% | 88% | 58% | $900-999 |
| Auto Mechanics | 13 | 69% | 89% | 78% | $800-899 |
| Commercial Electronics | 26 | 54% | 86% | 79% | $900-999 |
| Diesel Mechanics | 9 | 56% | 100% | 100% | $1000-1099 |
| Industrial Welding | 12 | 50% | 83% | 100% | $1100-1199 |
| TOTALS | 101 | 58% | 88% | 74% | $900-999 |
| 85% were employed in Amarillo. 59% were employed in the field prior to completion. | | | | | |

A total of 81% of those employed are working in Amarillo. A total of 54% were employed in the field prior to course completion.

## SCHOOL OF ARTS AND SCIENCES

| Art 3 replies | Bio Sci 5 replies | Bus PP 17 replies | Educ. 11 replies | Drama 1 reply | English 1 reply | Home Ec 4 replies | Math 1 reply | Nursing 7 replies | AS Nurs 1 reply |
|---|---|---|---|---|---|---|---|---|---|
| **1. What was your primary purpose in completing a certificate or degree at Amarillo College?** | | | | | SECTION A | | | | |
| Prep for job<br>Univ credit--3 | Prep for job--2<br>Univ credit--4 | Improve skills<br>Prep for job--2<br>Univ credit--16<br>Personal enrichment<br>Other | Prep for job--3<br>Univ credit--3<br>Personal --3 | Prep for job | Univ credit | Prep for job--2<br>Univ credit--3<br>General interest<br>Personal interest | Univ credit | Improve skills--7 | Univ credit<br>Personal interest |
| **2. What best describes your present status?** (Employed-Continuing Education) | | | | | | | | | |
| Employed, part-time<br>Unemployed<br>4 yr college--2 | Part-time<br>Unemployed<br>Looking<br>4 yr college--5 | Full-time--4<br>Part-time--8<br>Homemaker<br>Looking for work--2<br>4 yr college--12 | Full-time<br>Part-time--4<br>Unemployed--2<br>Homemaker<br>4 yr college--8<br>Other | 4 yr college | 4 yr college | Full-time--2<br>Unemployed--2<br>Looking for work<br>4 yr college--2 | 4 yr college | Full-time<br>Part-time--3<br>Unemployed--2<br>4 yr college--6 | Homemaker<br>4 yr college |
| **3. Please rate these courses in your major field of study according to how well they fulfilled your own individual needs.** | | | | | | | | | |
| **Areas to be rated:** Quality of instruction--Q Grading/Testing--G Instructor interest--I Content of course--C Use of instructional media--M Class size--S. | | | | | | | | | |
| **Responses:** Very good--VG Good--G Neutral--N Poor--P Very Poor--VP | | | | | | | | | |
| Q--3 G<br>G--1 VG;2G<br>I--1 VG;2G<br>C--3 G<br>M--1 VG;2G<br>S--2 VG;1N | Q--3VG;2G;1N<br>G--2VG;3G<br>I--3VG;2G<br>C--4VG;1G<br>M--1VG;3G;1N<br>S--1VG;3G;1N | Q--9VG; 8G; 2N<br>G--5VG;12G; 2N<br>I--10 VG;7G;2N<br>C--5 VG;11G; 3N<br>M--4VG;9G;4N;1VP<br>S--9VG;6G;2N | Q--5VG;4G;1VP<br>G--2VG;5G;3N<br>I--4VG;4G;2N<br>C--3VG;5G;2N<br>M--3VG;5G;2N<br>S--3VG;4G;3N | Q--1 VG<br>G--1 G<br>I--1 VG<br>C--1 VG<br>M--1 G<br>S--1 VG | Q--1 VG<br>G--1 VG<br>I--1 VG<br>C--1 VG<br>M--1 VG<br>S--1 VG | Q--2VG;2G<br>G--2VG;1G;1N<br>I--2VG;2G<br>C--2VG;1G;1N<br>M--1VG;1G;2N<br>S--2VG;2G | Q--1 VG<br>G--1 G<br>I--1 VG<br>C--1 VG<br>M--1 G<br>S--1 VG | Q--5VG;2G<br>G--1VG;4G;1N;1P<br>I--5VG;3G<br>C--2VG·3G;2N<br>M--2VG;1G;1N;3P<br>S--4VG;2G;1N | Q--1 G<br>G--1 G<br>I--1 G<br>C--1 G<br>M--1 N<br>S--1 G |
| **4. Please rate only those college services below that you have utilized according to how well they fulfilled your own individual needs.** | | | | | | | | | |
| **Areas to be rated:** Financial Aid--F Counseling--C Placement assist.--P Health clinic/serv--CS Tutoring services--T Veterans services--V Learning lab/package--LL Student activities--S<br>Library services--LS Registration--R | | | | | | | | | |
| **Responses:** Very good--VG Good--G Neutral--N Poor--P Very poor--VP | | | | | | | | | |
| F--2 VG<br>C--1 VG<br>LL--1 G;1 P<br>S--1VG;1G;1N<br>LS--1VG;2G<br>R--1VG; 1G; 1N | F--2VG;1P<br>C--3G<br>LL--1VG;1G<br>S--1VG;1N<br>LS--2VG;3G<br>P--1VG;1N<br>R--3VG;1N;1P | F--6VG;4G;1P;1VP<br>C--4VG;4G;2N;1P;1VP<br>P--2G;3N<br>CS--3N<br>T--2N;1P<br>V--1 N<br>LL--6VG;2G;3N<br>S--6VG;3G;3N;3P<br>LS--9VG;7G;1N;1P<br>R--7VG;7G;2N | F--2VG;3G;2P<br>C--1VG;4G;3N<br>P--1G;1N;1P<br>CS--2N<br>T--1N<br>LL--2VG;2N<br>S--2VG;5G;1N<br>LS--5VG;4G;1P<br>R--5VG;4G;1N | P--1G<br>LL--1G<br>S--1VG<br>LS--1VG<br>R--1G | S--1G<br>LS--1G<br>R--1VG | F--2VG<br>C--4VG<br>P--1VG<br>LL--1VG<br>S--2VG<br>LS--3VG<br>R--3VG | C--1N<br>S--1G<br>LS--1N<br>R--1N | F--2VG;1vP<br>C--1VG;1G;2N;1P<br>F--1N;1VP<br>CS--1VP<br>T--1P<br>V--1VG;1G<br>LL--1VG;1G;1P<br>S--1VG;1G;1N;1P<br>LS--5VG;1G<br>R--1VG;4G;1N;1P | F--1VG<br>C--1VG<br>LS--1VG<br>R--1G |
| **SECTION B 1. What is the name of your current college?** (Major changes listed.) | | | | | | | | | |
| Texas Tech Art<br>U Tex Photo-Journ<br>Tex Women's Photo | Ok. St Fire Prev.<br>WTSU Phy-Therapy<br>WTSU Bio Journ<br>Tech--Zoo | U. Tex--2 Acctg--6<br>Tech--6 Bus Mgmt<br>WTSU--5 Bus Adm.<br>Marketing | WTSU--6 Eng<br>U Tex El Ed-3<br>E. Tex Spec Ed-2<br>Psy & Ed | WTSU Spe Ed | WTSU Psych | S.F. Austin<br>U Tex Int Design | U Tex Acctg | Tex Tech--2 Finance WTSU<br>WTSU--3 Anth & German<br>Kan St of Pittsburg<br>Sp & Hear<br>Eng Psy | |
| **2. Did you have problems transferring to the college indicated above?** | | | | | | | | | |
| No--3 Voice | Yes hrs<br>No--4 | Yes--2 hrs--2<br>transcript<br>No--11 | No--9 hrs | No | No | Yes hrs<br>No | No | Yes--2 hrs--2 No<br>transcript<br>No--4 | |
| **3. How many credit hours earned at Amarillo College were not accepted at the college indicated?** | | | | | | | | | |
| All accepted--2<br>Lost 1-3 | Lost 21 hrs<br>(changed major)<br>Lost 1-3--2<br>All accepted--2 | All accepted--13 | All accepted--8 | All accepted | All accepted | All accepted<br>Lost 4-6 | All accepted | All accepted--3 Lost 1-3<br>Lost 1-3--2<br>Lost 7-12 | |

SCHOOL OF ARTS AND SCIENCES CONTINUED

| Art 3 replies | Bio Sci 5 replies | Bus PP 17 replies | Educ 11 replies | Drama 1 reply | English 1 reply | Home Ec 4 replies | Math 1 reply | Pend 7 replies | AS Nurs 1 reply |
|---|---|---|---|---|---|---|---|---|---|
| **SECTION E CONT. 4. If you are currently enrolled please indicate your current status and classification.** | | | | | | | | | |
| Full-time Jr--3 | Junior--5<br>Full-time--3<br>Part-time--2 | Part-time<br>Full-time--12<br>Junior--11 Sr | Part-time--8<br>Jr--6 Sr--2 | Part-time Jr | Part-time Sr | Part-time Jr--2 | Part-time Jr | Part-time--6<br>Jr--3 Sr--3 | Part-time Jr |
| **5. How well did the program you completed at Amarillo College prepare you for continuing your education?** | | | | | | | | | |
| Excellent--1<br>Satisfactory--2 | Excellent--3<br>Good Satis | Excellent--9<br>Satis--2 Good--2 | Excellent--8<br>Satis.--2 | Excellent | Excellent | Excellent<br>Good | Excellent | Excellent--4<br>Satis. Good | Satisfactory |
| **SECTION C 1a. Is your present occupation related to the courses you have completed at Amarillo College?** | | | | | | | | | |
| No--3 | No reply | Yes--4 Related--2<br>No--2 | Yes Related<br>No--4 | No reply | No | No--2 | No reply | Related Yes--2 | No reply |
| **1b. If NO have you been employed in an occupation related to program you completed since your date of graduation?** | | | | | | | | | |
| No--2 | No reply | No--3 | No--4 | No reply | No | No--2 | No reply | No--2 | No reply |
| **2. Please complete the information regarding the occupational area related to the program you completed.** FOR COMPLETE EMPLOYER INFORMATION PLEASE CONTACT THE FINANCIAL AID AND PLACEMENT OFFICE AT AMARILLO COLLEGE | | | | | | | | | |
| **3. How would you rate the training you received at Amarillo College in relation to its usefulness to you in performing your job?** | | | | | | | | | |
| Very good | No reply | Very good--3<br>Good--3 Neutral | Very good<br>Neutral--2 | No reply | No reply | Very good | No reply | Good--2<br>Neutral | No reply |
| **4. Please check below if the course(s) you took at Amarillo College helped you in your occupation in any of the following ways.** | | | | | | | | | |
| Helped obtain job | No reply | Obtain job--3<br>Performance--4<br>Advance--3<br>Other--2 | Obtain job<br>Performance--2<br>Other--2 | No reply | No reply | Obtain job<br>Performance | No reply | Performance<br>Advance<br>None listed | No reply |
| **5. If you are employed full-time please indicate your approximate average monthly salary range below.** | | | | | | | | | |
| No reply | No reply | $400-$499<br>$600-$699<br>$700-$799<br>$900-$999 | $600-$699 | No reply | No reply | Up to $400 | No reply | $500-$599 | No reply |
| **6. Were you employed in your present occupation before completing your program at Amarillo College?** | | | | | | | | | |
| No | No reply | No--3 Yes--4 | No--2 Yes | No reply | No reply | No | No reply | Yes--3 | No reply |
| **7. How would you rate the availability of jobs in your present occupational area?** | | | | | | | | | |
| Neutral | No reply | Good--2<br>Neutral--4 Poor | Very good--2<br>Poor Very Poor | No reply | No reply | Very good | No reply | Good--3 | No reply |
| **SECTION D 1. If your current field is not related to the program you completed please check each reason which applies.** | | | | | | | | | |
| Trans. to 4 yr college<br>Better paying job<br>No job in field | 4 yr college not qualified<br>No job | 4 yr college--7<br>Better paying job<br>Other | 4 yr college--4<br>Not qualified--2<br>Preferred other field<br>Other | No reply | 4 yr college | Not qualified<br>Preferred other field<br>Changed | 4 yr college | 4 yr college--4<br>Not qualified | No reply |
| **2. How do you see the course(s) completed at Amarillo College in terms of your career plans?** | | | | | | | | | |
| Direct--2 | Immediate--2<br>Long term--3 | Immediate--4<br>Long term--10<br>Indirect--3 | Immediate--2<br>Long term--7<br>Indirect--2 | No reply | Indirect | Immediate--2<br>Long term | Immediate | Immediate--3<br>Long term--3<br>Indirect--2 | Immediate |
| **3. Are you interested in taking other courses at Amarillo College?** | | | | | | | | | |
| Yes No | Yes--2 No--3 | Yes--7 No--9 | Yes--5 No--5 | No | Yes | Yes--2 No | Yes | Yes--3 No--4 | No |

SCHOOL OF ARTS AND SCIENCES Continued

| | P.E. 3 replies | Psych 3 replies | Pre-Law 3 replies | Pre-Med 5 replies | Pre-Opt 2 replies | Pre-Vet 1 reply | Sec Ad 2 replies | Soc Sci 7 replies | Socio 1 reply |
|---|---|---|---|---|---|---|---|---|---|
| SECTION A 1. What was your primary purpose in completing a certificate or degree at Amarillo College? | Preparation<br>Univ credit--2<br>General interest<br>Personal interest | Univ credit--2<br>Personal interest | Univ credit--3 | Preparation<br>Univ credit--3<br>Other | Univ credit--2 | Univ credit | Preparation<br>Univ credit--2<br>Personal interest | Improvement<br>Preparation<br>Univ credit--6<br>General interest<br>Personal interest | Preparation |
| 2. What best describes your present status? (Employed-Continuing Education) | Part-time--2<br>Homemaker<br>4 yr college--2 | Full-time<br>Unemployed<br>4 yr college--2 | Full-time<br>Unemployed<br>4 yr college--3 | Part-time--2<br>4 yr college--5 | 4 yr college--2 | Unemployed<br>Looking for work<br>4 yr college | Part-time--2<br>4 yr college--2 | Full-time--3<br>Part-time--2<br>Unemployed Homemaker<br>Looking for work<br>2 yr college<br>4 yr college--4 | Full-time |
| 3. Please rate those courses in your major field of study according to how well they fulfilled your own individual needs. Areas to be rated: Quality of instruction--Q Grading/Testing--G Instructor interest--I. Content of course--C Use of instructional media--M Class size--S Responses: Very good--VG Good--G Neutral--N Poor--P Very poor--VP | Q--1VG;1G<br>C--2G;1N<br>I--1VG;2G<br>C--2VG;1N<br>M--3N<br>S--2VG;1N | Q--1VG;2G<br>G--1VG;1G;1N<br>I--1VG;1G;1N<br>C--2VG;1N<br>M--1N;2P<br>S--1VG;1P | Q--1VG;2G;1N<br>G--1VG;1G<br>I--3VG;<br>C--1VG;2G<br>M--1VG;1N<br>S--2VG;1N | Q--3VG;2G<br>C--2VG;2G;1N<br>I--4VG;1G<br>C--2VG;3G<br>M--1VG;3G;1N<br>S--5VG | Q--1VG;1N<br>G--2G<br>I--1VG;1G<br>C--1G;1N<br>M--1G;1N<br>S--1VG;1N | Q--1G<br>G--1G<br>I--1G<br>C--1G<br>M--1G<br>S--1VG | Q--1VG;1G<br>G--1VG;1G<br>I--1VG;1G<br>C--1VG;1G<br>M--1VG;1G<br>S--1VG;1G | Q--3VG;4G<br>G--1VG;6G<br>I--1VG;4G;2N<br>C--1VG;4G;2N<br>M--2VG;2G;3N<br>S--2VG;3G;2N | Q--1G<br>G--1G<br>I--1G<br>C--1G<br>M--1G<br>S--1N |
| 4. Please rate only those college services below that you have utilized according to how well they fulfilled your own individual needs. Areas to be rated: Financial Aid--F Counseling--C Placement assist.--P Health clinic/serv--CS Tutoring services--T Veterans services--V Learning lab/packages--LL Student Activities--S Library services--LS Registration--R Responses: Very good--VG Good--G Neutral--N Poor--P Very Poor--VP | F--1VG;1G<br>C--1N;1P<br>P--1VG<br>S--1G<br>LS--1VG;2G<br>R--1VG;2G | F--1G<br>C--1VG;1G<br>P--1N<br>CS--1N<br>T--1N<br>V--1N<br>LL--1VG;1G<br>S--2G<br>LS--2VG;1G<br>R--1VG;1P | F--1VG;1G<br>C--2G;1P<br>P--1G<br>LL--1G<br>S--2G<br>LS--2G<br>R--1VG;2G | F--3VG<br>C--2VG;2G<br>P--2VG<br>T--1VG;1G<br>V--1VG;1G<br>LL--1VG;1G<br>S--1VG;2G<br>LS--2VG;2G<br>R--3VG;2G | F--2VG<br>C--1G<br>LS--2G<br>R--1G | C--1G<br>V--1VG<br>LS--1G<br>R--1G | F--1VG;1N<br>C--2VG;1G<br>P--1VG;1N<br>CS--1N<br>T--1N<br>V--1N<br>LL--1N<br>S--1G<br>LS--1VG<br>R--2VG | F--2VG<br>C--3G;3N<br>V--1N<br>S--2G<br>LS--1VG;5G<br>R--3VG;2G;1N | LL--1G<br>S--1VG<br>LS--1G<br>R--1N |
| SECTION B. 1. What is the name of your current college? (Major changes listed.) | WTSU Math & PE<br>S.W.Tex St. U PE | WTSU--2 Psych<br>Social Work | WTSU Acctg.<br>UT--2 International Bus.<br>English-Pre-Law | UT--2 Zoo<br>Tech--2 Chem.<br>WTSU | U. Houston<br>WTSU | WTSU Ag. Econ | WTSU--2 Marketing<br>Office Adm. | WTSU--3 Soc. Wk&<br>Gen. Studies<br>Tex Tech L.E.<br>Wayland Pol. Sci | No reply |
| 2. Did you have problems transferring to the college indicated? | No--2 | No--2 | No--3 | No--5 | No--2 | No--1 | No--2 | No--4 | No reply |
| 3. How many credit hours earned at Amarillo College were not accepted at the college indicated? | All accepted--2 | All accepted--2 | All accepted<br>Lost 1-3 hrs--2 | All accepted--3 | Lost 4-6 hrs | All accepted | All accepted<br>Lost 1-3 hrs | All hrs accepted--4 | No reply |
| 4. If you are currently enrolled in college, please indicate your current status and classification at the college indicated above. | Full-time Jr--2 | Full-time Jr--2 | Full-time--2<br>Part-time Jr--2 | Full-time--5<br>Jr--3 Sr--2 | Full-time<br>Part-time Jr--2 | Full-time Jr | Full-time--2<br>Jr Sr | Full-time--4 Sr<br>Part-time--2 Jr--5 | No reply |
| 5. How well did the program you completed at Amarillo College prepare you for continuing your education? | Excellent--2 | Excellent Good | Excellent Satis--2 | Excellent--4 Satis | Excellent | Good Excellent | Excellent Satis | Excellent--3 Satis--3 | No reply |

SCHOOL OF ARTS AND SCIENCES Cont.

| PE 3 replies | Psych 3 replies | Pre-Law 3 replies | Pre-Med 5 replies | Pre-Opt 2 replies | Pre-Vet 1 reply | Sec Ad 2 replies | Soc Sci 7 replies | Socio 1 reply |
|---|---|---|---|---|---|---|---|---|
| **SECTION C 1.a Is your present occupation related to the courses you have completed at Amarillo College?** | | | | | | | | |
| Directly No | No reply | No | No--2 | No reply | No reply | Related No | Directly Related--2 No | No |
| **1.b If no, have you been employed in an occupation related to the program you completed since your date of graduation?** | | | | | | | | |
| No | No reply | No | No--2 | No reply | No reply | Yes | No | No |
| **2. Please complete the information regarding the occupational area related to the program you completed.** | | | | | | | | |
| FOR COMPLETE EMPLOYER INFORMATION PLEASE CONTACT THE FINANCIAL AID AND PLACEMENT OFFICE AT AMARILLO COLLEGE. | | | | | | | | |
| **3. How would you rate the training you received at Amarillo College in relation to its usefulness to you in performing your job?** | | | | | | | | |
| Very good | No reply | Good | Good | No reply | No reply | Very good Good | Very good Good Neutral | No reply |
| **4. Please check below if the course(s) you took at Amarillo College helped you in your occupation in any of the following ways.** | | | | | | | | |
| Obtain Performance | No reply | Performance | Obtain job | No reply | No reply | Obtain Perform--2 | Perform--2 None | No reply |
| **5. If you are employed full-time, please indicate your approximate average monthly salary range below.** | | | | | | | | |
| No reply | No reply | $1300-up | No reply | No reply | No reply | No reply | $800-$899 $1000-$1099 $1200-$1299 | No reply |
| **6. Were you employed in your present occupation before completing your program at Amarillo College?** | | | | | | | | |
| No | No reply | No | No | No reply | No reply | Yes--2 | No--3 | No reply |
| **7. How would you rate the availability of jobs in your present occupational area?** | | | | | | | | |
| Very poor | No reply | No reply | Good | No reply | No reply | Good Neutral | Good--2 Neutral | No reply |
| **SECTION D 1. If your current field of employment is not related to the program you completed at Amarillo College, please check each reason which applies.** | | | | | | | | |
| 4 yr college Not sufficiently qual | 4 yr college | 4 yr college not suff qualified better paying job | 4 yr college not suff qualified | 4 yr college | not suff qualified | 4 yr college preferred other job wkd in field changed | 4 yr college--4 preferred other field-2 better job | not suff qualified could find no job |
| **2. How do you see the course(s) completed at Amarillo College in terms of your career plans?** | | | | | | | | |
| Long-term--2 Indirect--2 | Long-term Indirect | Long-term Indirect--2 | Immediate-- 4 Long-term--2 | Immediate Long-term | Immediate Long-term | Long-term Indirect | Immediate Long-term Indirect--4 | Indirect |
| **3. Are you interested in taking other courses at Amarillo College?** | | | | | | | | |
| No--2 Yes | Yes No | No--3 Yes | No--4 Yes | No--2 | Yes | No Yes | No--3 Yes--4 | No |

## SCHOOL OF BIO-MEDICAL ARTS AND SCIENCES

| ADN 29 replies | Child Care 4 replies | Dent. Asst. 8 replies | Dent. Hygiene 7 replies | Med Lab 5 replies | Med Off Sec 1 rep | Med Rec 6 replies | Mental Health 10 replies | Rad Ther 3 replies | LVN 22 replies | Rad Tech 9 replies |
|---|---|---|---|---|---|---|---|---|---|---|
| **SECTION A -1. What was your primary purpose in completing a certificate or degree at Amarillo College?** | | | | | | | | | | |
| Improvement<br>Preparation-26<br>Univ credit--3<br>Gen Int--4<br>Personal--6 | Improvement-4<br>Preparation<br>Univ credit<br>Gen Int--2<br>Personal--4 | Improvement<br>Preparation--3<br>Gen Int<br>Personal--2 | Preparation--6<br>Personal | Preparation--5<br>Univ credit | Preparation | Preparation--5<br>Univ credit<br>Personal | Improvement--2<br>Preparation--7<br>Univ Credit<br>Gen Int--2<br>Personal--2 | Improvement--3<br>Preparation--2 | Improvement--8<br>Preparation--17<br>Gen Int--3<br>Personal--7 | Improvement<br>Preparation |
| **2. What best describes your present status? (Employed-continuing education)** | | | | | | | | | | |
| Full-time--23<br>Part-time<br>Homemaker--6<br>Looking<br>2 yr college<br>4 yr college | Full-time--3<br>Unemployed<br>Looking<br>4 yr college | Full-time--7 | Full-time--4<br>Part-time--2<br>Unemployed<br>Looking | Full-time--3<br>Part-time<br>Homemaker<br>4 yr college | Full-time | Full-time --4<br>Unemployed<br>Homemaker | Full-time--5<br>Part-time--3<br>Unemployed<br>Looking--5<br>4 yr college--2 | Full-time--3<br>Homemaker | Full-time--18<br>Part-time<br>Homemaker<br>Looking--2<br>2 yr college-3 | Full-time--8 |
| **3. Please rate those courses in your major field of study according to how well they fulfilled your own individual needs.**<br>Areas to be rated: Quality of instruction--Q Grading/Testing--G Instructor Interest--I Content of course--C Use of instructional media--M Class Size--S<br>Responses: Very good--VG Good--G Neutral--N Poor--P Very poor--VP | | | | | | | | | | |
| Q--1VG;15G;10N;3P<br>G--1VG;12G;12N;3P<br>I--3VG;16G;9N;1P;1VP<br>C--2VG;16G;9N;2P<br>M--9VG;14G;5N;2P<br>S--3VG;18G;8N | Q--2VG;2G<br>G--4G<br>I--3G;1N<br>C--2VG;2G<br>M--1VG;3G<br>S--1VG;2G;1N | Q--4G;2N;1P<br>C--4G;2N;1P<br>I--5G;1N;1P<br>C--5G;2N<br>M--3G;4N<br>S--1VG;5G;1P | Q--4G;2N;1VP<br>C--5G;1N;1VP<br>I--3G;3N<br>C--1VG;5G;1N<br>M--1VG;3G;2N<br>S--3VG;4G | Q--2VG;1G;1N;1P<br>C--1VG;1G;3N<br>I--2VG;3N<br>C--1VG;2G;2P<br>M--1VG;2G;2N<br>S--2VG;3G | Q--1VG<br>C--1VG<br>I--1G<br>C--1VG<br>M--1G<br>S--1G | Q--4VG;2G<br>C--4VG;2G<br>I--6VG<br>C--4VG;2G<br>M--4VG;1G<br>S--3VG;1G;1N | Q--3VG;6G;1N;1P<br>C--5G;4N;2P<br>I--4VG;4G;1N;1P<br>C--5VG;5G<br>M--1VG;8G;1N<br>S--4VG;4G;1N | Q--2G;1N<br>C--3N<br>I--2G;1N<br>C--1G;1N;1P<br>M--1G;1N;1P<br>S--1G;2N; | Q--15VG;7G<br>C--7VG;13G<br>I--10VG;10G;1N<br>C--10VG;12G<br>M--10VG;11G;2N<br>S--5VG;12G;4N;1P | Q--2VG;3G;3N;1P<br>C--2VG;3G;3N;1P<br>I--2VG;3G;1N;2P<br>C--2VG;6G;1P<br>M--2VG;5G;2N<br>S--3VG;4G;1N;1P |
| **4. Please rate only those college services below that you have utilized according to how well they fulfilled your own individual needs.**<br>Areas to be rated: Financial aid--F Counseling--C Placement assistance--P Health clinic/services--CS Tutoring services--T Veterans services--V Learning lab/package--LL<br>Student activities--A Library Services--LS Registration--R<br>Responses: Very good--VG Good--G Neutral--N Poor--P Very poor--VP | | | | | | | | | | |
| F--7VG;4G;1P<br>C--9G;3N<br>P--1VG;9G;3N<br>CS--1G;3N<br>T--3N<br>V--1VG;2G;3N<br>LL--1VG;13G;1N<br>S--2VG;8G;3N<br>LS--11VG;13G<br>R--8VG;11G;2N | F--1G;1N<br>C--1VG<br>LL--1G<br>LS--2VG;1G<br>R--2VG;2G | C--1G<br>P--2G<br>LS--2G;1N<br>R--3G;2N | F--2VG;1G<br>C--2G;1N<br>P--1G<br>S--2G<br>LS--1VG;4G<br>R--2VG;4G | F--1N<br>C--1VG<br>P--1G<br>LL--2G;1N<br>S--3G<br>LS--2VG;3G<br>R--2VG;3G | F--1VG<br>C--1G<br>P--1G<br>S--1G<br>LS--1G<br>R--1G | F--1VG;1G<br>C--2G<br>P--1VG<br>V--1G<br>LL--1G<br>S--1G;1P<br>LS--1VG;2G<br>R--2VG;2G | F--1VG;1G;1N;1P<br>C--1VG;1N;1N<br>P--1N<br>CS--1N<br>T--1N<br>V--1G<br>LL--2VG;3G<br>S--1VG;1G<br>LS--1VG;8G;1N<br>R--3VG;5G;1N | F--2VG<br>C--2N<br>P--1G;1N<br>CS--2N<br>T--2N<br>V--1N<br>LL--1N<br>S--1VG;1N<br>LS--2G<br>R--1VG;1G;1P | F--4VG;2G<br>C--2VG;2G;1N<br>P--1G;1N;1VP<br>CS--2VG;1G;1N<br>T--1G;1N<br>V--1VG;2N<br>LL--1VG;3G;2N<br>S--2VG;3G;1N<br>LS--4VG;4G;1N;1VP<br>R--6G;2N | F--5G<br>C--1VG;4G;1P<br>P--1VG;2N<br>CS--1G;2N<br>T--2N<br>V--1VG;1G;1N;1VP<br>LL--2VG;2G;1N<br>S--1VG;2G;1N<br>LS--2VG;4G;1N<br>R--2VG;5G;2N |
| **SECTION B. 1. What is the name of your current or most recently attended college? (List major changes.)** | | | | | | | | | | |
| WTSU--2 | WTSU--2 | No reply | No reply | WISU UT | No reply | No reply | WTSU--3 | No reply | No reply | WTSU Acctg. |
| **2. Did you have problems transferring to the college indicated above?** | | | | | | | | | | |
| No--2 | Yes Hours | No reply | No reply | Yes Hours<br>No | No reply | No reply | Yes--2 Hours--2 | No reply | No reply | Yes Hours |
| **3. How many credit hours earned at Amarillo College were not accepted at the college indicated above?** | | | | | | | | | | |
| All hrs accepted All accepted<br>Lost more 21--2 | | No reply | No reply | Lost more 21--2 | No reply | No reply | Lost 13-20<br>Lost more 21--2 | No reply | No reply | Lost 4-6 |
| **4. If you are currently enrolled in college, please indicate your current status and classification at the college indicated.** | | | | | | | | | | |
| Part-time other Full-time Jr | | No reply | No reply | Part-time<br>Full-time Jr--2 | No reply | No reply | Full-time Jr<br>Part-time Jr | No reply | Part-time | Full-time Jr. |
| **5. How well did the program you completed at Amarillo College prepare you for continuing your education?** | | | | | | | | | | |
| Satisfactory<br>Inadequate | Satisfactory<br>Good | No reply | No reply | Fair | No reply | No reply | Excellent<br>Good--2 | No reply | Satisfactory | Satisfactory |

## SCHOOL OF BIO-MEDICAL ARTS AND SCIENCES

| | ADN 29 replies | Child Care 4 replies | Dent. Asst. 8 replies | Dent. Hygiene 7 replies | Med Lab 5 rep | Med Off 1 reply | Med Rec 6 replies | Mental Health 10 rep | Res. Ther 3 rep | LVN 22 replies | Rad. Tech 9 replies |
|---|---|---|---|---|---|---|---|---|---|---|---|
| SECTION C 1a. Is your present occupation related to the courses you have completed at Amarillo College? | Directly--24 | Directly--3 | Directly--6<br>No--2 | Directly--6 | Directly--3<br>No | No reply | Directly--3<br>Related--2 | Directly--2<br>Related--2<br>No--3 | Directly--3 | Directly--15<br>Related--2 | Directly--9<br>No |
| 1b. If No, have you been employed in an occupation related to the program you completed since your graduation? | No reply | No reply | No--2 | No reply | No | No reply | No reply | No--3 | No reply | Yes No | Yes |
| 2. Please complete the information below regarding the occupational area related to the program you completed. FOR COMPLETE EMPLOYER INFORMATION CONTACT FINANCIAL AIDS AND PLACEMENT | | | | | | | | | | | |
| 3. How would you rate the training you received at Amarillo College in relation to its usefulness to you in performing your job? | Very good--4<br>Good--13<br>Neutral--8 | Very good--2<br>Good--2 | Very good--2<br>Good<br>Neutral--2 | Very good<br>Good--4<br>Poor | Very good<br>Good | Good | Very good--2<br>Good--2 | Very good--3<br>Neutral--2 | Good--2<br>Neutral | Very good--10<br>Good--9 | Good--4<br>Neutral--3<br>Poor |
| 4. Please check below if the course(s) you took at Amarillo College helped you in your occupation in any of the following ways. | Obtain--20<br>Performance-14<br>Advance--3<br>None | Perform--2<br>None--2 | Obtain--4<br>Perform--3<br>None | Obtain--6<br>Perform--2<br>Advance--2 | Obtain--3<br>Perform--2<br>Advance | Obtain<br>Perform | Obtain--5<br>Perform--2<br>Advance | Obtain--3<br>Perform--3<br>Advance<br>None | Obtain--3<br>Perform--3<br>Advance--2 | Obtain--16<br>Perform--15<br>Advance--5 | Obtain--8<br>Perform--4<br>Advance--2<br>None |
| 5. If you are employed full-time please indicate your approximate average monthly salary range below. | $600-$699--2<br>$700-$799--9<br>$800-$899--12<br>$1100-$1199 | $400-$499--3 | Up to $400--3<br>$400-$499--3 | $500-$599<br>$800-$899<br>$900-$999<br>$1000-$1099<br>$1100-$1199 | $400-$499<br>$600-$699<br>$700-$799 | $400-$499 | Up to $400--2<br>$400-$499--2<br>$700-$799 | Up to $400<br>$400-$499--2<br>$500-$599 | $700-$799--2<br>$900-$999 | Up to $400<br>$400-$499--6<br>$500-$599--10<br>$600-$699 | $600-$699--3<br>$700-$799--2<br>$800-$899<br>$900-$999<br>$1000-$1099--2 |
| 6. Were you employed in your present occupation before completing your program at Amarillo College? | No--18 Yes--7 | Yes--4 | No--2 Yes--4 | Yes--6 | Yes--2 No--2 | No | Yes--4 No | Yes--3 No | No--4 | Yes--14 No--5 | Yes--6 No--3 |
| 7. How would you rate the availability of jobs in your present occupational area? | Very good--13<br>Good--9<br>Neutral--3<br>Poor | Very good<br>Good<br>Poor<br>Very poor | Good--2<br>Neutral<br>Poor--2<br>Very poor | Good<br>Neutral--4<br>Poor | Neutral<br>Poor | Good | ood<br>--4 | Good<br>Neutral<br>Poor--2<br>Very poor | Good--2<br>Neutral | Very good--9<br>Good--7<br>Neutral--2<br>Poor | Very good--2<br>Good--3<br>Neutral--3<br>Very poor |
| SECTION D 1. If your current field of employment is not related to the program you have completed at Amarillo College, please check each reason which applies. | Other | Better job.<br>No job in field | Better job<br>No job in field<br>Changed | No reply | 4 yr college<br>Not qualified<br>Pref other field | No reply | No job | Pref other field<br>Better job<br>No job | No reply | 4 yr college<br>No job | Pref other field |
| 2. How do you see the course(s) completed at Amarillo College in terms of your career plans? | Immediate--17<br>Long term--17<br>Indirect | Long term--3 | Immediate--4<br>Long-term--3<br>Indirect | Immediate--3<br>Long-term--5 | Immediate--2<br>Long-term--2 | Long-term | Immediate--3<br>Long-term--3 | Immediate--3<br>Long-term--6<br>Indirect--6 | Immediate--2<br>Long-term | Immediate--15<br>Long-term--11 | Immediate--7<br>Long-term--3<br>Indirect |
| 3. Are you interested in taking other courses at Amarillo College? | No--14 Yes--14 | Yes--3 | No--3 Yes--4 | No--6 Yes | No--3 Yes--2 | No reply | No--3 Yes--2 | No--5 Yes--4 | No Yes--2 | No--7 Yes--14 | No--6 Yes |

SCHOOL OF TECHNOLOGY

| Data Pro 5 rep | Draft. 4 replies | Elec 19 replies | Fire Pro 3 rep | Hosp Mgmt 1 rep | Law Enf 15 rep | MMgmt 27 replies | Off Occ 10 rep | Photo 4 replies | Rad-TV 4 rep | Ret Merch 2 replies |
|---|---|---|---|---|---|---|---|---|---|---|
| **SECTION A 1. What was your primary purpose in completing a certificate or degree at Amarillo College?** | | | | | | | | | | |
| Improvement-2<br>Preparation-2 | Improvement-2<br>Preparation-4<br>Univ credit | Improvement-7<br>Preparation-11<br>Univ credit-3<br>Gen Int<br>Personal-4<br>Other | Improvement-3<br>Personal--2 | Preparation | Improvement--8<br>Preparation--9<br>Univ credit--6<br>Gen Int--2<br>Personal--3 | Improvement--11<br>Preparation--11<br>Univ credit--6<br>Gen Int--2<br>Personal--11<br>Other | Improvement<br>Preparation--10<br>Univ credit<br>Gen Int<br>Personal | Improvement<br>Preparation--3<br>Univ credit<br>Gen Int<br>Personal | Preparation--4 | Improvement<br>Preparation--2<br>Personal |
| **2. What best describes your present status? (Employed-continuing education).** | | | | | | | | | | |
| Full-time--3<br>4 yr college | Full-time-- 3<br>Part-time<br>Looking for work | Full-time--18<br>4 yr college--3<br>Other | Full-time--3<br>Part-time--2<br>2 yr college | Full-time<br>4 yr college | Full-time--14<br>Part-time<br>Looking for work<br>2 yr college<br>4 yr college | Full-time--25<br>Unemployed--2<br>Homemaker<br>Looking for work<br>4 yr college | Full-time--7<br>Homemaker<br>Looking for work<br>2 yr college<br>4 yr college<br>Other | Full-time--4<br>Part-time<br>Looking for work<br>4 yr college | Full-time--4<br>4 yr college | Full-time |
| **3. Please rate those courses in your major field of study according to how well they fulfilled your own individual needs.**<br>**Areas to be rated:** Quality of instruction--Q Grading/Testing--G Instructor interest--I Content of course--C Use of instructional media--M Class size--S<br>**Responses:** Very good--VG Good--G Neutral--N Poor--P Very poor--VP | | | | | | | | | | |
| Q--2VG;2G<br>G--4G<br>I--3VG;1N<br>C--1VG;2G;1N<br>M--3G<br>S--1VG;2G;1N | Q--1VG;1G;1N;1P<br>G--3G;1P<br>I--2VG;1N;1P<br>C--2G;1N;1P<br>M--2G;1N;1P<br>S--4G | Q--7VG;12G;1N<br>G--2VG;14G;2N;1P<br>I--9VG;11G<br>C--9VG;6G;2N;3P<br>M--5VG;6G;5N;2P;1VP<br>S--9VG;10G | Q--2G;1VP<br>G--2G;1VP<br>I--1G;1N;1VP<br>C--2G;1VP<br>M--2G;1VP<br>S--1G;2N | Q--1P<br>G--1N<br>I--1G<br>M--1G<br>S--1G | Q--6VG;9G<br>G--3VG;10G;1N;1P<br>I--8VG;4G;4N<br>C--7VG;5G<br>M--3VG;9G;1N;1P<br>S--5VG;6G;1VP | Q--5VG;21G;1N;1P<br>G--5VG;16G;7N<br>I--6VG;17G;4N<br>C--4VG;20G;3N;1P<br>M--4VG;17G;5N;2P<br>S--4VG;15G;7N;2P | Q--5VG;5G<br>G--3VG;5G;2N<br>I--5VG;5G;2N<br>C--3VG;5G;2N<br>M--3VG;4G;3N<br>S--4VG;5G;1N | Q--1VG;2N;1P<br>G--1G;2P;1VP<br>I--2G;1N;1P<br>C--2G;1N;1P<br>M--1G;2N;1P<br>S--3G;1P | Q--3VG;1G<br>G--1VG;2G;1N<br>I--4VG<br>C--1VG;3G<br>M--2VG;1G;1N<br>S--1VG;2G;1N | Q--1G;1N<br>G--1G;1N<br>I--1VG;1N<br>C--1G;1P<br>M--1VG;1P<br>S--1N;1 VP |
| **4. Please rate only those college services below that you have utilized according to how well they fulfilled your own individual needs.**<br>**Areas to be rated:** Financial aid--F Counseling--C Placement assistance--P Health clinic/service--CS Tutoring services--T Veterans services--V Learning lab/package--LL<br>Student activities--S Library services--LS Registration--R<br>**Responses:** Very good--VG Good--G Neutral--N Poor--P Very poor--VP | | | | | | | | | | |
| F--1VG<br>C--2VG;1G<br>V--1VG<br>LL--1VG;2G<br>S--1VG<br>LS--1VG;1G<br>R--2VG;1G | F--1VG<br>C--4G<br>P--1G;1VP<br>LL--1VG;1G<br>S--1N<br>LS--1VG;2G<br>R--1VG;1G;1N | F--4N<br>C--2VG;6G;4N<br>P--4VG;2G;1N;1VP<br>CS--2N<br>T--1G;2N<br>V--5VG;1G;4N<br>LL--1VG;3G;1N;6P<br>S--5G;3N<br>LS--8VG;9G;2N<br>R--3VG;10G;1N;2P | C--1VP<br>V--2VG<br>LL--1VP<br>S--1N<br>LS--1N<br>R--2VG;1G | C--1N | F--5VG;1G<br>C--1VG;3G<br>T--1VG<br>V--6VG;3G;1N<br>LL--1VG;3G<br>S--2VG;1G<br>LS--5VG;3G<br>R--5VG;6G;1VP | F--1G;3N<br>C--4VG;7G;2N;1P<br>P--1VG;3G;4N<br>CS--2N<br>T--2N<br>V--8VG;9G;1P;1VP<br>LL--1VG;3G<br>S--2VG;2G;1N<br>LS--6VG;7G;3N<br>R--7VG;9G;2N;2P;1VP | F--3VG<br>C--2VG;7G<br>P--1VG;3G;1N<br>LL--1VG;3G;1N<br>S--1VG;1G<br>LS--1VG;6G<br>R--4VG;6G | C--1VG;1G<br>T--1G<br>V--1VG;1G;1P<br>LL--2G<br>LS--1VG;2G<br>R--3G;1P | C--2VG<br>S--1VG;1G<br>LS--2VG;1G<br>R--2VG;2G | LL--1G<br>S--1VG<br>LS--1VG |
| **SECTION B 1. What is the name of your current or most recently attended college? (Major changes listed.)** | | | | | | | | | | |
| WTSU--3<br>Comp. Sci | No reply | WTSU --3 Tech--2 Nurs.<br>Wayland U of Houston<br>BSUE Ind. Ed--2 | WTSU Bus Ad | | Wayland--4<br>WTSU--7<br>U of Tex-El Paso<br>Crim Jus Ad--5 | WTSU--8 U of Ok. E. Tex Univ<br>U of Houston<br>Liberal studies--2 | WTSU | WTSU Psy | WTSU |
| **2. Did you have problems transferring to the college indicated above?** | | | | | | | | | | |
| Yes--2 Hrs other No reply<br>No | | Yes No--5 | No | No | Yes--4 Hrs--3<br>No--7 | Yes--3 Hrs--2 Trans. No<br>No--9 | No | No | No | No |
| **3. How many credit hours earned at Amarillo College were not accepted at the college indicated?** | | | | | | | | | | |
| Lost 7-12--3 | No reply | All accepted<br>Lost 4-6 Lost 7-12--2<br>Lost 13-20 Lost more 21 | No reply | Lost 7-12 | All accepted<br>Lost 1-3 Lost 4-6--2 Lost 4-6<br>Lost 7-12--2<br>Lost 13-20--2<br>Lost more 21 | All accepted<br>Lost 7-12<br>Lost 13-20 | All accepted | Lost 4-6 | Lost 7-12 | No reply |

SCHOOL OF TECHNOLOGY

| | Data Pro 5 rep | Draft 4 replies | Elec 19 rep | Fire Pro 3 rep | Hos Mgmt 1 reply | Law Enf 15 rep | Mgmt 27 rep | Off Occ 10 rep | Photo 4 rep | Rad TV 4 rep | Ret Merc 2 replies |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 4. If you are currently enrolled in college, please indicate your current status and classification at the college indicated. | Part-time--2<br>Full-time<br>Junior--3 | No reply | Part-time--3<br>Full-time<br>Junior--4 | Full-time Other | Part-time Jr | Part-time--9<br>Full-time--3<br>Jr--9 Sr--3 | Part-time--4<br>Full-time--5<br>Jr--6 Sr Grad | Part-time Sr<br>Full-time Other | Part-time Sr | Part-time Jr | Part-time Jr |
| 5. How well did the program you completed at Amarillo College prepare you for continuing your education? | Excellent<br>Satisfactory--2 | No reply | Excellent--4<br>Satisfactory<br>Good--3 | Inadequate | Good | Excellent--5<br>Satis--5<br>Good | Excellent--3<br>Satis--6<br>Good--2<br>Fair | Excellent--2<br>Satisfactory | Satisfactory<br>Good | Excellent | Satisfactory |
| SECTION C 1a. Is your present occupation related to the courses you have completed at Amarillo College? | Directly--5 | Directly--3<br>Related | Directly--12<br>Related--5<br>No | Directly--3 | Directly | Directly--11<br>Related<br>No--3 | Directly--7<br>Related--10<br>No--5 | Directly--3<br>Related--4 | Related<br>No--3 | Directly--3<br>No | Directly<br>No |
| 1b. If no, have you been employed in an occupation related to the program you completed since your graduation? | No reply | No reply | No reply | No reply | No reply | No--3 | No--5 | Directly | No--3 | No | No |
| 2. Please complete the information below regarding the occupational area related to the program you completed. FOR COMPLETE EMPLOYER INFORMATION PLEASE CONTACT FINANCIAL AIDS AND PLACEMENT | | | | | | | | | | | |
| 3. How would you rate the training you received at Amarillo College in relation to its usefulness to you in performing your job? | Good--5 | Good--2 | Very good--3<br>Good--11<br>Neutral--2 | Good--1<br>Very poor | Neutral | Very good--9<br>Good--6 | Very good--3<br>Good--15<br>Neutral Poor | Very good--4<br>Good--4<br>Neutral | Good--2 | Very good--3 | Good |
| 4. Please check below if the course(s) you took at Amarillo College helped you in your occupation in any of the following ways. | Obtain--3<br>Perform--4<br>Advance--2 | Obtain--4<br>Perform--3<br>Advance--3 | Obtain--12<br>Perform--11<br>Advance--6 Other | Perform--2<br>None | Advance<br>Perform | Obtain--4<br>Perform--12<br>Advance--3<br>None Other | Obtain--4<br>Perform--17<br>Advance--2<br>None--2 Other | Obtain--4<br>Perform--7<br>None | Advance<br>None | Obtain--2<br>Perform--3<br>Advance--2 | Perform<br>Advance |
| 5. If you are employed full-time, please indicate your approximate average monthly salary range below. | $400-$499<br>$600-$699<br>$700-$799<br>$1200-$1299 | $800-$899 | $600-$699<br>$700-$799--4<br>$800-$899--6<br>$900-$999<br>$1100-$1199--2<br>$1200-$1299--2<br>$1300 up | $900-$999--3 | $400-$499 | $400-$499--3<br>$800-$899--3<br>$900-$999--5<br>$1000-$1099<br>$1200-$1299--2 | $700-$799--3<br>$899-$899--3<br>$900-$999--6<br>$1000-$1099<br>$1100-$1199<br>$1200-$1299--2<br>$1300 up--6 | $500-$599--5<br>$800-$899 | $700-$799<br>$1100-$1199 | $400-$4 9<br>$600-$69<br>$1300-up | $500-$599 |
| 6. Were you employed in your present occupation before completing your program at Amarillo College? | No--2 Yes--3 | No--3 Yes | No--9 Yes--8 | Yes--3 | Yes | No--4 Yes-11 | No--3 Yes--20 | No--7 Yes--2 | No Yes--2 | Yes--3 | Yes |
| 7. How would you rate the availability of jobs in your present occupational area? | Good--2 Neut<br>Poor--2 | Good--3<br>Neutral | V Good--3 Good-4 Neutral<br>Neut-7 V Poor-5 Poor--2 | Good | | V Good--3 Good-4<br>Neut--3 Fr-2 VP-3 | Good-5 Neut-11<br>Poor-5 VP-2 | Good--3 Neut--4<br>V Poor | Good Neut<br>Poor | Good<br>Neutral--2 | Neutral |
| SECTION D. 1. If your current field of employment is not related to the program you have completed at Amarillo College, please check each reason which applies. | No reply | No reply | 4 yr college<br>Preferred other<br>Better paying | No reply | No reply | 4 yr college--2<br>Not qualified<br>No job in field | 4 yr college--5<br>Preferred other-4<br>Better pay Other | 4 yr college<br>Other | 4 yr college<br>Preferred other<br>Better paying<br>Worked but changed | No job in field<br>Other | Other |
| 2. How do you see the course(s) completed at Amarillo College in terms of career plans? | Immediate--5<br>Long-term--2 | Imm-3 LT-2<br>Indirect | Imm-9 LT-13<br>Indirect--2 | Indirect<br>No benefit | Long-term | Imm-9 LT-6<br>Ind-3 No-2 | Imm-5 LT-18<br>Indirect-5 | Imm-7 LT-6<br>Indirect | Long-term--2<br>Indirect No | Immediate<br>LT Ind | Long term<br>Indirect |
| 3. Are you interested in taking other courses at Amarillo College? | No--4 Yes | No Yes--3 | No-7 Yes-11 | No-2 Yes | No | No--3 Yes--11 | No-13 Yes-10 | No-2 Yes-8 | Yes--4 | No-2 Yes-2 | Yes--2 |

SCHOOL OF VOCATIONAL ARTS

| Air Conditioning 24 replies | Auto Mechanics 9 replies | Commercial Electronics 14 replies | Diesel Mechanics 5 replies | Industrial Welding 6 replies |
|---|---|---|---|---|
| **SECTION A. 1. What was your primary purpose in completing a certificate or degree at Amarillo College?** | | | | |
| Improvement of skills--11<br>Preparation for job--11<br>University credit--2<br>General interest--4<br>Personal enrichment--4<br>Other--3 | Improvement of skills--2<br>Preparation for job--5<br>University credit<br>Personal Enrichment<br>Other | Improvement of skills--4<br>Preparation for job--5<br>General interest--1<br>Personal enrichment--3 | Improvement of skills--2<br>Preparation for job--3<br>Personal enrichment | Improvement of skills--2<br>Preparation for job--2<br>University transfer credit--2<br>Personal enrichment |
| **2. What best describes your present status? (Employed-continuing education)** | | | | |
| Full time--21<br>Unemployed--2<br>2 yr college<br>Other--4 | Full time--8 | Full time--9<br>Part time--3<br>2 yr college<br>Other | Full time--5 | Full time--5<br>Unemployed |
| **3. Please rate those courses in your major field of study according to how well they fulfilled your own individual needs.** | | | | |
| **Areas to be rated:** Quality of instruction--Q Grading/Testing--G Instructor interest--I Content of course--C Use of Instructional media--M Class size--S | | | | |
| **Responses:** Very good--VG Good--G Neutral--N Poor--P Very poor--VP | | | | |
| Q--17VG 7G<br>C--10VG 11G 2N 1P<br>I--19VG 9G<br>C--11VG 12G 1P<br>M--12VG 10G 1N 1P<br>S--11VG 13G | Q--5VG 2G 1N<br>G--2VG 5G 1N<br>I--4VG 3G 1P<br>C--5VG 2G 1N<br>M--2VG 4G 2N<br>S--3VG 4G 1N | Q--4VG 5G 2N 2P<br>G--2VG 7G 2N 2P<br>I--4VG 4G 3N 1P 1VP<br>C--4VG 6G 2N 1P<br>M--3VG 4G 3N 2P 1VP<br>S--1VG 6G 2N 3P 1VP | Q--2VG 1G 1N 1P<br>G--1VG 2G 1N 1P<br>I--1VG 2G 1N 1VP<br>C--1VG 2G 1N 1P<br>M--1VG 4G<br>S--1VG 4G | Q--3VG 3G<br>C--1VG 4G 1N<br>I--2VG 4G<br>C--2VG 2G 1N<br>M--1VG 3G 1N<br>S--1VG 4G |
| **4. Please rate only those college services below that you have utilized according to how well they fulfilled your own individual needs.** | | | | |
| **Areas to be rated:** Financial aid--F Counseling--C Placement assistance--P Health clinic/service--CS Tutoring services--T Veterans services--V Learning lab/package--LL Student activities--S Library services--LS Registration--R | | | | |
| **Responses:** Very good--VG Good--G Neutral--N Poor--P Very poor--VP | | | | |
| F--1VG 1G 1N 1P<br>C--4G 2N 1P 1VP<br>P--2G 1N 1P<br>CS--1VG 1G 1N<br>T--1G 2N<br>V--5VG 5G 3N 1P 1VP<br>LL--4VG 4G 1N<br>S--3VG 2G 1N<br>LS--5VG 2G 2G 1P<br>R--5VG 12G 1VP | F--1VG 1N<br>C--1G 2N<br>P--2N<br>CS--2N<br>T--2N<br>V--1N<br>LL--1VG 1G 2N<br>S--2N<br>LS--1N 1P<br>R--1VG 1G 2N | F--1VG<br>C--1G<br>P--2VG 2G<br>CS--2G<br>V--5VG 5G 1N<br>LL--2G 1N 1P<br>S--1G<br>LS--3VG 1G 3N<br>R--3VG 1G 2N 1VP | F--1VG<br>C--1VG<br>P--1VG<br>V--1VG 1G<br>S--1G<br>LS--2G<br>R--2G | F--1G 1N 1P 1VP<br>C--1VG 2G 1N<br>P--2G 1P 1VP<br>CS--2G<br>T--1G 1VP<br>V--2G 1VP<br>LL--1VG 2G<br>S--1VG 1P 1VP<br>LS--2G 1VP<br>R--2VG 2G |
| **SECTION B 1. What is the name of your current or most recently attended college? (Major changes listed.)** | | | | |
| No reply | No reply | No reply | No reply | Amarillo College |
| **2. Did you have problems transferring to the college indicated?** | | | | |
| No reply | No | No reply | No reply | No |
| **3. How many credit hours earned at Amarillo College were not accepted at the college indicated?** | | | | |
| No reply | All accepted | No reply | No reply | No reply |
| **4. If you are currently enrolled in college, please indicate your current status and classification at the college indicated.** | | | | |
| Part-time--2 | No reply | No reply | No reply | No reply |
| **5. How well did the program you completed at Amarillo College prepare you for continuing your education?** | | | | |
| Excellent--2 Satisfactory--2 Good Excellent--2 | | Excellent--2 Satisfactory | Excellent | Excellent--2 |

Appendix P

SCHOOL OF VOCATIONAL ARTS

| Air Conditioning 24 replies | Auto Mechanics 9 replies | Commercial Electronics 14 replies | Diesel Mechanics 5 replies | Industrial Welding 6 replies |
|---|---|---|---|---|
| SECTION C 1a. Is your present occupation related to the courses you have completed at Amarillo College? | | | | |
| Directly--10 Related--4 No--9 | Directly--6 Related No--2 | Directly--11 No--4 | Directly--3 Related--2 | Directly--5 Related |
| 1b. If No, have you been employed in an occupation related to the program you completed since your graduation? | | | | |
| Related No--8 | No--2 | No--3 | Directly | No reply |
| 2. Please complete the information below regarding the occupational area related to the program you completed. FOR COMPLETE EMPLOYER INFORMATION PLEASE CHECK WITH FINANCIAL AIDS AND PLACEMENT | | | | |
| 3. How would you rate the training you received at Amarillo College in relation to its usefulness to you in performing your job? | | | | |
| Very good--7 Good--7 Neutral-2 Poor | Very good--5 Good--3 | Very good--7 Good--3 Neutral | Very good Good--3 Poor | Very good--3 Good Neutral Very poor |
| 4. Please check below if the course(s) you took at Amarillo College helped you in your occupation in any of the following ways. | | | | |
| Helped obtain--8 Performance--10 Advance--5 | Helped obtain--6 Performance--7 Advance--2 | Helped obtain--7 Performance--6 Advance--4 Other | Helped obtain Performance--4 Advance--2 | Helped obtain--2 Performance--4 Advance--2 |
| 5. If you are employed full time, please indicate your approximate average monthly salary range below. | | | | |
| $400-$499 $500-$599--2 $700-$799 $800-$899--4 $900-$999--3 $1000-$1099--2 $1200-$1299 $1300 up--2 | $400-$499 $600-$699 $700-$799 $800-$899 $900-$999 $1300 up | Up to $400 $600-$699 $700-$799--2 $800-$899 $900-$999 $1100-$1199 $1300 up--3 | $500-$599 $600-$699 $1300 up--3 | $500-$599 $1200-$1299--2 $1300 up--2 |
| 6. Were you employed in your present occupation before completing your program at Amarillo College? | | | | |
| No--5 Yes--14 | No--4 Yes--4 | No--3 Yes--8 | No Yes--4 | No--2 Yes--4 |
| 7. How would you rate the availability of jobs in your present occupational area? | | | | |
| Very good--3 Good--9 Neutral--2 Poor--2 Very Poor | Very good--4 Good--2 Neutral--2 | Very good--6 Good--4 Neutral | Very good--2 Good Neutral Poor--2 | Very good--3 Good Neutral |
| SECTION D 1. If your current field of employment is not related to the program you have completed at Amarillo College, please check each reason which applies. | | | | |
| Found better paying job--6 Preferred to work other field Could not find job in field Other | Preferred to work other field Could not find job in field | Preferred to work other field Found better paying job | No reply | No reply |
| 2. How do you see the course(s) completed at Amarillo College in terms of your career plans? | | | | |
| Immediate--8 Long term--13 Indirect | Immediate--4 Long term--3 Indirect--2 | Immediate--9 Long term--9 Indirect | Immediate--2 Long term--4 | Immediate--2 Long term--2 Indirect |
| 3. Are you interested in taking other courses at Amarillo College? | | | | |
| No--7 Yes--12 | No--4 Yes--3 | No--4 Yes--7 | No--2 Yes--2 | No--3 Yes |

# Appendix P

## 1975 Graduate Comments

This is a list of responses to Section D Number 4, "We would appreciate any comments regarding how we could improve the program you have completed and/or services Amarillo College provides." The comments have been listed as objectively as possible and reported only once even though identical comments may have been made several times. For more detailed information regarding Section D Number 4 contact the Financial Aid and Placement office.

### SCHOOL OF ARTS AND SCIENCES--TRANSFER

Art:
Art courses at Amarillo College have been very beneficial. Suggest addition of design lettering and advertising design classes to better prepare students for commercial art.

Biological Science:
Advise students to complete foreign language degree requirements while at Amarillo College. Instructors at Amarillo College are very excellent. Instructors very excellent, "Freer attitude" at Amarillo College than at transfer college.

Business Pre-Professional:
Program very good. Make Amarillo College a 4 year college. Amarillo College provided me with a very good background. Amarillo College program very good and would recommend Amarillo College to anyone in business field. Accounting classes should be made more difficult. It would be helpful, if Business Pre-Professional majors could be broken down into more specific major areas. (Example: accounting, economics, business law, etc.) Standards at Amarillo College are the highest. Teachers are very good and helpful. Amarillo College is most organized and student-oriented of two senior colleges attended. Need more business courses that will transfer to senior colleges. Every aspect of Amarillo College very beneficial.

Education:
Instructors provided encouragement. Wish Amarillo College were a 4 year school. Quality of education at Amarillo College is superior. Students should be informed of transferability of math and chemistry courses. Advisors need to develop more consistancy in advising. Professors are very qualified and interested. Better academic advising. Courses are all well coordinated. Excellent program.

Drama:
Wonderful college. Increase courses offered in drama. Prepares students well for transfer. Advertise college to attract more students and additional course offerings.

English:
NO COMMENTS

Home Economics:
Tremendously enjoyed Amarillo College. Wish it were a 4 year college. Proud to be a former student. Up-date transfer course requirements to UT Austin.

Math:
NO COMMENTS

Pending:
Well pleased with education. More awareness of student needs relating to transfer to other colleges. Post summer schedules earlier in Spring. Amarillo College prepared me well for 4 year school. Many very good instructors at Amarillo College.

Nursing (4 year)
Amarillo College excellent. Offer Anatomy, Physiology, and Micro-Biology classes geared to nursing majors.

Physical Education:
Need better gymnastic equipment in women's gym. Improved and more consistant transfer advising (Counselors). Staff at Amarillo College just great, teachers care. Amarillo College has personal touch. Gymnastics team participation very rewarding.

Psychology:
Program and services at Amarillo College most satisfactory. Need teacher evaluations by students. Better presentation of classroom material. Use textbook for assigned readings. Advisors should be more familiar with requirements and pre-requisites.

Pre-Law:
Transfer problems need to be analyzed. Advanced placement system good. Improved coordination of CLEP and CEEB testing locations and dates. Instruction could be improved.

Pre-Med:
Need flexibility for Associate in Science requirements. First semester calculus is excellent course, however, terminology and definitions differ greatly from those used at Tech. Amarillo College topnotch. Enjoyed Amarillo College very much. Get more teachers of greater than Master Degree education background. Academics excellent at Amarillo College. Need more courses offered in afternoons.

Pre-Optometry:
Improved counseling for transfer pre-requisites. Improved science offerings and instruction.

Pre-Veterinarian:
Amarillo College fine college. Enjoyed personal interest. Keep expanding programs.

Secretarial Administration:
Pre-registration is fantastic. Need better preparations for business communications course in senior colleges. Wish Amarillo College were a 4 year college. Excellent school and friendly attitude.

Social Science:
Amarillo College very beneficial and satisfactory. For the most part, instruction excellent but some improvement needed. Amarillo College excellent.

### SCHOOL OF BIO-MEDICAL ARTS AND SCIENCES

Associate Degree Nursing:
Improve student-centered instruction. Program very good. Could improve clinical instruction. Increase clinical hours. Excellent media lab. Program offers everything a student needs to be a good nurse. Need a more careful screening process for entering students. Revise curriculum aimed at clinical performance. Better preparation for state boards. Instructors accessible, interested, and cared. Improved technical skills training. Adequately prepares for state board exams. More opportunity to "team-lead."

Child Care:
Amarillo College great school. Appreciated evening classes so to work during day. Amarillo College quite beneficial. Good registration system. Could use more training in Management.

Dental Assistant:
Amarillo College needs dormitories. Well organized and profitable program. Better training in direct relation to job.

Dental Hygiene:
Well trained for employment. Facilities excellent. Could improve clinical instruction.

Medical Lab:
Could improve preparation for registrary examinations. Improve clinical training. Better prepare students for national board exams. Amarillo College excellent. Wish it were 4 year. Courses interesting, challenging, and informative. Excellent instruction. Improve student-teacher ratio. Require or recommend more textbooks for areas of study.

Medical Office Secretary:
Course very good.

Medical Records:
NO COMMENTS

SCHOOL OF BIO-MEDICAL ARTS AND SCIENCES CONTINUED

Mental Health:
Need more job opportunities and better pay scale. Helped me mature and better understand people. Develop longer term program. Provide for more course transferability. More use of class discussion and comprehension tests. Eliminate true-false tests. Provide more transfer information. Excellent program. Need state licensor for Mental Health Association. Amarillo College meets needs of students.

Respiratory Therapy:
Need more clinical instructors and more clinical organization. Need more books and learning resources. Need more courses in respiratory related diseases. More physician contact. More management training. More testing on all courses.

Licensed Vocational Nursing:
Provide more financial aid. Instructors very interested in students and their needs. Instructors great. Program could be longer. Excellent program. Good facilities. Need more equipment and supplies for students to practice.

Radiologic Therapy (X-Ray)
Program needs to be extended to 3 years. Amarillo College fine educational facility. Curriculum needs more organization. Involve West Campus students in more activities. Need more parking space. Improve bookstore resale policy. Make job opportunities known to students. Impressed with Amarillo College. Very good registration.

SCHOOL OF TECHNOLOGY

Data Processing:
Better coordinate transferability of courses into West Texas computer science program. Provide more business related courses. Instruction very good. Instructors very interested in students.

Drafting:
Offer piping drafting. Different fields of drafting should be more detailed. Better application of materials. Very good program.

Electronics:
More hands-on training. More courses on relationship of electronic equipment and bio-physical activity. Improve lab equipment. Too much problem solving in physics courses. Improve Nova 1200 instructional device. Amarillo College great. Electronic digital subjects should also be taught during Fall and Spring terms. Appreciated performance evaluation by instructors. Offer courses in industrial safety. 8 hours of physics should be required rather than 6. Need more basic theory on semi-conductors and include digital integrated circuits and operational amplifiers. Improve graduate placement. Education is great benefit. Good instruction. Offer required courses more often at night.

Fire Protection:
Recommend pay increase for completed education. Improve quality of courses, (college-wide). More textbook related instruction. Improve self-paced courses. Better communication between college, administration and students. Instruction could be improved.

Hospitality Management:
Mid-Management good department.

Law Enforcement:
Improve academic advising. Need more instruction based on text. Need more interest in field of study skills. Amarillo College education beneficial. Develop student interest among mature students. Parking can be improved. Reduce Law Enforcement courses from 35 to 24 hours to provide more time for obtaining transferable academic courses.

Mid-Management:
2 years at Amarillo College beneficial. Need 2 year sales program geared to this area (such as Radio-TV sales, sales representative) More different Mid-Management courses. Very good program. Improve college attitude and policies regarding night students. Extend library hours to include Saturday and until midnight on all nights except Sunday. Offer program in government administration or political science. Excellent program and instruction. Improve part-time teacher instruction. Work closer with students and problems related to their employment. Amarillo College very good school. Registration a hassle. More emphasis on class participation. Keep business office open as late as registrar's office. Early registration very helpful. Improve parking. New banking curriculum very good. More specific technical training.

Office Occupations:
More emphasis on number keys for typing students. Very good instruction. Program very good. Program very complete. Legal Secretary program excellent could improve Business Law classes.

Photography:
Need a short course on demonstration performance. Could improve testing instruments. Could improve departmental organization. Better utilization of time and equipment. Do less college production work. Section in college catalog could have more information.

Radio-TV:
School and teachers are excellent. Should be a 4 year school. Need more management related courses. Need more good job prospects in broadcasting.

Retail Merchandising:
More student and teacher involvement. Improve grading and testing procedures.

SCHOOL OF VOCATIONAL ARTS AND SCIENCES

Air Conditioning:
More trouble-shooting in controls and control circuits. Good course. A course in customer relations should be offered. Course an asset. Each student needs OJT. More work on machines and electrical circuits. More training aids. More hours on electricity and wire diagrams. Hold shop class on 5 large projects for a small group covering entire course. 100 elements should be covered on a list for each student.

Auto Mechanics:
More classes in afternoon on main campus. Enjoyed Amarillo College. Need more shop equipment. GS related courses could offer training in more areas. To up-date training of graduates who might want to return. Less self-paced courses.

Commercial Electronics:
More solid state and transistor instruction. More class time. Excellent. Improve student-teacher ratio. Hire assistant technicians to serve as lab assistants. Registration day wasted for returning students. Electronics fundamentals should be a pre-requisite for course. More instructional supplies. Good program and helped upgrade my job. Hands-on shop for lab experiments on basic test equipment usage.

Diesel:
More training aids. Could expand course content. More trouble-shooting on engines. More different engines to work on.

Welding:
Less gas welding and more TIG. More work on heli-arc welding. Thank Amarillo College for good program.

AMARILLO COLLEGE
P. O. BOX 447
AMARILLO, TEXAS
79178

OFFICE OF THE PRESIDENT

June 10, 1976

Larry K. Patterson, Director
Financial Aid and Placement
Amarillo College
Amarillo, TX 79178

Dear Larry:

I have reviewed the Employer Follow Up data analysis final report and it gives me great pleasure in discovering the very positive attitude reflected by the employers of our '74 graduates. This type of institutional research is a very realistic approach to satisfy accountability and evaluation at the departmental and college level.

I was very impressed with the exceptionally high response rate (91%) to the survey by employers; it seems to indicate their interest and concern in the areas of planning and evaluation. This type of research gives the employers an opportunity to establish supply and demand factors to assist us in future program development. This data will assist the College in meeting the demands of employers by providing graduates with the necessary skills and competence to favorably increase production and efficiency.

It is apparent that Employer Follow Up should become an integral part of the total college evaluation process. Obviously, this study has served as a positive public relation and has established employer contacts for the placement of future graduates.

Let's continue this type of research in an effort to better serve the students of Amarillo College and the needs of our local community.

Sincerely,

Charles D. Lutz, Jr.
President

w

THE SCHOOL OF TECHNOLOGY
AMARILLO COLLEGE

OFFICE OF THE DEAN

May 28, 1976

Larry Patterson
Director, Financial Aids and Placement
Amarillo College
P.O. Box 447
Amarillo, TX 79178

Dear Larry:

Thank you for sharing the analysis of employee follow-up regarding Amarillo College Technology students in the spring of 1976. This type of feed-back regarding our graduates is absolutely necessary if we are to maintain quality programs for our students. I intend to share this information with each department head in the School of Technology for their use in counseling students.

Please keep me informed of similar information your office may gather in the future. I assure you that it will be used in a worth while endeavor.

Sincerely,

Wallace L. Johnston

Wallace L. Johnston
Dean, School of Technology

WLJ/kf



(806) 376-5111 P.O. BOX 447 AMARILLO, TEXAS 79178

M E M O R A N D U M . . . . . June 9, 1976

To: Larry Patterson

From: Dean Neal

Subject: Analysis of Employer Follow-Up, Spring 1976

I have studied the follow-up analysis of the SVA students and found many surprising and yet pleasant things that only a report of this nature would discover.

The report provides me with valuable information regarding program improvement and the employer's comments with regard to the type of product we are producing.

The next most important thing that was provided by the report was being able to compare the training of our students (SVA) with students from other schools at Amarillo College, and eventually with students of other similar institutions. I cannot at the present time think of a better procedure for critiquing our program content as well as our methods.

A very valuable tool.

UNIVERSITY OF CALIF.
LOS ANGELES

OCT 15 1976

CLEARINGHOUSE FOR
JUNIOR COLLEGES